

**Lanesboro City Council**  
**Regular Meeting**  
**Monday, January 6<sup>th</sup>, 2020**  
**City Council Chambers**

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

**Absent:** Autumn Johnson

**Visitors:** Steve Harris, Pat Shanahan, Trish Capua, Scott and Karla Strom, Brian Malm, Hannah Wingert, Bonita Underbakke, Lester and Diane Dunn, Chad Phillips, Dee Slinde, Jerry Ritter, Tom Dybing, John and Denise Dahle, Joan Grozbach, Jim and Pam Watson, Luther Olson, Jeff Lepper, Dennis and Debbie Voeltz, Phil Holtegaard, Jason Harvey, Ceil Allen, Don Lukkason, Anna Loney, Betsy Holbrook, TJ Stettler, Anne Flynn, David Landro, Pat Gemlo, Dale Forester, and Officer Gideon Prudoehl.

**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 amendments of: Resolution 2020-08 and 2020-09 to the top of Regular Business and 2020 Census to Miscellaneous. Member Bakke seconded the motion. Motion carried all in favor.
- B. Approval of Minutes:**
1. Minutes of the Regular Meeting, December 2<sup>nd</sup>, 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. Employee Policy Update
  3. 2020 Meeting Schedule
  4. Wastewater Facility Design Amendment Work Order
  5. Lanesboro Art Center – Temporary Liquor License Applications
  6. Minnesota Historical Society – Grant Agreement for Sons of Norway

Member Smith requested item 2. Employee Policy Update be moved to Miscellaneous for discussion. Member Smith also requested that Liquor License Application be filled out completely, showing insurance information. Member Harvey motioned to approve the consent agenda items as amended. Member Bakke seconded the motion. Motion carried all in favor.

**Regular Business:**

- A. Resolution 2020-8 – Approving a Lot Split:** Member Harvey motioned to approve Resolution 2020-8. Member Bakke seconded the motion. Motion carried all in favor.
- B. Resolution 2020-9 – Approving a Lot Split:** Member Bakke motioned to approve Resolution 2020-9. Member Harvey seconded the motion. Motion carried all in favor.
- C. Resolution 2020-1 – Designating an Official Depository:** Member Smith motioned to approve Resolution 2020-1. Member Harvey seconded the motion. Motion carried all in favor.

- D. **Resolution 2020-2 – Designating the Official Newspaper:** Member Smith motioned to approve Resolution 2020-2. Member Bakke seconded the motion. Motion carried all in favor.
- E. **Resolution 2020-3 – Authorizing the Lanesboro Fire Department Relief Association for Lawful Gambling** Member Harvey motioned to approve Resolution 2020-3. Member Smith seconded the motion. Motion carried all in favor.
- F. **Resolution 2020-4 – Authorizing Signature Authority for City Accounts** Member Bakke motioned to approve Resolution 2020-4. Member Smith seconded the motion. Motion carried all in favor.
- G. **Resolution 2020-5 – Establishing Mileage Reimbursement Rate** Member Harvey motioned to approve Resolution 2020-5. Member Bakke seconded the motion. Motion carried all in favor.
- H. **Resolution 2020-6 – Appointing Fire Relief Association Board of Trustees** Member Harvey motioned to approve Resolution 2020-6. Member Smith seconded the motion. Motion carried all in favor.
- I. **Resolution 2020-7 – Appointing Fire Department Officers** Member Harvey motioned to approve Resolution 2020-7. Member Bakke seconded the motion. Motion carried all in favor.
- J. **Zoning Amendment for Lanesboro Public Utilities Wastewater Treatment Facility:** Mayor Resseman noted that the Planning & Zoning commission had recommended the variance be approved, after holding a Public Hearing and reviewing the findings. Member Harvey motioned to approve the variance request. Member Bakke seconded the motion. Motion carried all in favor.
- K. **WWTF Screening Design Review:** City Engineer Brian Malm reviewed the plans, noting a decreased cost of \$218,955 for the screening option. Mayor Resseman noted that in his professional opinion the plans were well done and aesthetically pleasing. Member Harvey motioned to approve the design plan. Member Bakke seconded the motion. Motion carried all in favor.
- L. **Fire Charges from 12/14/2019:** Mayor Resseman reviewed the background information for the invoice created for the fire alarm call on December 14, 2019. The Fire Department created a policy in 2017 to charge for calls, even though they were determined to be false alarms. Three previous false alarms had been charged and received. Council member had no discussion. Pat Shanahan shared his opinion that he did not feel it was good practice to bill for false alarm calls. Mayor Resseman stated this was a Fire Department decision, however he would be willing to take the discussion to the Fire Department for their review of the situation.
- M. **Continued Business**
  - a) **Westview Drive:** Mayor Resseman provided the background information. Attorney Tom Manion noted that there is a 33' easement for the roadway, however no road agreement. Attorney Manion shared that a city can by statute declare a roadway a road if they have maintained it for at least six years. If the city were to turn the private easement into a public road, it could not be built upon or widened. Adjacent property owner David Landro shared his concerns for the condition of the roadway, present and future needed repairs, as well as drainage into his property. Member Harvey motioned to table the discussion. Member Resseman seconded the motion. Member Smith noted he would like to review all of the areas in town that are currently private, and how those areas are being dealt with. Motion carried all in favor.
  - b) **Parkway Alley – Paving Estimate:** Administrator Peterson noted that an estimate for paving the Parkway Alley had been received. Mayor Resseman motioned to table the discussion. Member Harvey seconded the motion. Administrator Peterson will reach out to adjacent property owners with regards to paving the alley. Motion carried all in favor.
- N. **Miscellaneous:**
  - a) **HPC Applications needed**

- b) **Ambulance Meeting date, Wednesday, January 22<sup>nd</sup>, 2020 7:00 p.m.**
- c) **Rural Board Meeting, Monday, February 10<sup>th</sup>, 2020 7:00 p.m.**
- d) **Local Board of Appeal and Equalization Meeting, Monday, April 6<sup>th</sup>, 2020 5:30 p.m.**

Pat Shanahan interjected that would like to see an opportunity for the public to speak during the public meetings. Noting the importance of the public having access to speak with Elected and Appointed officials. It was noted that all Council members have public email addresses, and welcome people to contact them.

- e) **Election Judges Needed: 03/03/2020 Presidential Primary, 08/11/2020 Primary Election, 11/03/2020 General Election**
- f) **2020 Census:** Member Smith suggested that a webinar be viewed from the League of MN Cities discussing strategies for a complete and accurate census count. Administrator Peterson will set up the webinar in the Council Chambers on January 29<sup>th</sup> from 10 a.m. – 12 p.m.
- g) **Employee Policy Update:** Administrator Peterson reviewed the concern for overtime at the end of the year, as this was the bases for the consideration to make amendments. Member Smith motioned to table the discussion to allow additional time for discovery. Member Harvey seconded the motion. Motion carried all in favor.

**Next Meeting: Monday, February 3<sup>rd</sup>, 2020 at 6:00 p.m.**

**ADJOURN:** Member Harvey moved to adjourn at 6:57 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, February 3<sup>rd</sup>, 2020**  
**City Council Chambers**

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

**Absent:** Autumn Johnson

**Visitors:** Steve Harris, Pat Shanahan, Trish Capua, Scott Strom, Brian Malm, Hannah Wingert, Bonita Underbakke, Lester Dunn, Chad Phillips, Jim Watson, Vicki McKinney, Mike Murphy, Chris Ruskell, Mike Wombacher, Don Bell, Lori Rakosnik, Jon Buggs, Dale Egge, Brenda Pohlman, Anne Flynn, Rick Lamon, David Haugen, Greg Schwartz, Steve Sobieniak, Kate O’Neary, Deane Benson, Andrzej Zalasinski, Andy Heimdahl, and Officer Gideon Prudoehl.

**Regular Meeting:**

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

**A. Agenda:** Member Bakke motioned to approve the agenda with the additions of: Resolution 2020-12 Approving Election Judges and Rakosnik Liquor License to Miscellaneous. Member Smith seconded the motion. Motion carried all in favor.

**B. Approval of Minutes:**

1. Minutes of the Regular Meeting, January 6<sup>th</sup>, 2020

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. Coffee Street Closure – Girls Day Out – May 9<sup>th</sup> and September 26<sup>th</sup> 2020 from 7am – 5pm Parkway Avenue N to Root River Saloon
3. Resolution 2020-11 Accepting Donations Lanesboro Public Library

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

**Public Agency Information:**

**A. Fillmore County Public Health – Tobacco Presentation:** Public Health Educator Brenda Pohlman provided a presentation on tobacco products, as well as current legislation. Administrator Peterson will work with Pohlman to draft an updated copy of the City’s tobacco ordinance to present to Council in March.

**Committee Reports:**

**A. Street Department:** David Haugen provided the Council with details regarding the dump truck and the continued maintenance needed. Options were discussed for replacement as well as repairs. Haugen will provide the Council with options in March, Member Harvey will work with Haugen to prepare the options.

**B. Ambulance**

1. **New Members:** Director Benson noted the town meeting on Wednesday, January 22<sup>nd</sup>, was well attended. Several applications were received as a result of the meeting. Mayor Resseman motioned to approve appointing the following as EMT’s: Elliot Riggott, Andrea Miehlisch, Jennifer Rogers, Sheila Higbe, Leah Higbe, and Jonathon Kettner. Member Bakke seconded the motion. Motion carried all in

favor. Mayor Resseman motioned to appoint Dennis Voeltz as an EMR. Member Bakke seconded the motion. Motion carried all in favor. A current High School Senior also submitted an application, the Council recommend trying to find ways to involve them in the service, such as becoming trained to be a driver. Director Benson will follow up with the student.

2. **Policy Update:** Director Benson noted the change to consider a monthly bonus, rather than a per pay period bonus. Member Harvey motioned to approve the amended policy as submitted. Member Bakke seconded the motion. Motion carried all in favor.
- C. **HPC:** Mayor Resseman motioned to approve the resignation of Sara Xavier. Member Harvey seconded the motion. Motion carried all in favor.
- D. **Planning & Zoning:** Mayor Resseman motioned to approve the resignation of Richard Wolfgramm. Member Bakke seconded the motion. Motion carried all in favor.

#### **Agenda Request Items:**

- A. **Don Bell – Public Utilities, Wastewater Treatment Facility:** Don Bell read aloud a letter that was included in the Council packet. Bell noted his concerns for the proposed Wastewater Treatment Facility, as well as not being able to discuss his concerns with Council members. Bell asked the Council if he should remain a member of the Public Utility Commission. Council members noted they hoped that he would remain a member, and that varying opinions are appreciated on boards and commissions. Bell will also reach out to Council members to share his concerns individually.
- B. **Detachment Request – Dale Egge:** Mayor Resseman shared the petition to detach from Dale Egge. The application was submitted to Planning & Zoning, the commission did not support the petition. Member Bakke motioned to table the discussion to allow time to review the site in person. Mayor Resseman seconded the motion. Discussion was had regarding creating a separate taxing district for those properties not receiving the same amount of City services. Mayor Resseman then amended the motion to include prioritizing creation of a separate taxing district in the Comprehensive Plan update. Member Harvey seconded the motion. Motion carried all in favor.
- C. **Cartway Petition – Ronald Greenslade:** Attorney Mike Murphy presented the City Council with a Cartway petition from Ronald Greenslade. City Attorney Tom Manion reviewed the Petition and procedures for this process. The petitioners are requesting a 33 foot Cartway. It was noted that the Cartway would be for public use, however maintenance on it would be the responsibility of the petitioner. Further discussion was had regarding grading, elevation and drainage concerns. Member Smith motioned to request a \$2,000 bond for the petition, while reserving the right to claim additional funding. Member Bakke seconded the motion. Motion carried all in favor.

#### **Regular Business:**

- A. **Smith Schafer 2019 Audit Agreement:** Mayor Resseman motioned to approve the agreement. Member Smith seconded the motion. Motion carried all in favor.
- B. **RFP for City Website:** Current Website administrator David Hartenstein had reviewed the RFP's and listed the highlights of each application. All responses came in significantly over budget. Discussion was had on possible other solutions. Member Smith motioned to reject all bids and for Administrator Peterson to search out other solutions. Member Bakke seconded the motion. Motion carried all in favor.
- C. **Resolution 2020-10 Approving a Lot Split:** Mayor Resseman reviewed the application, and shared that the Planning & Zoning Commission had recommended the lot split. Member Smith motioned to approve the lot split. Member Harvey seconded the motion. Motion carried all in favor.
- D. **Rural Board Presentation:** Administrator Peterson shared the reports for the Rural Board along with a recommended three percent increase. Member Harvey motioned to approve the three percent increase.

Member Bakke seconded the motion. Motion carried all in favor. The Rural Board will meet next Monday, February 10<sup>th</sup>, 2020 at 7:00 p.m. at the Lanesboro Community Center, lower level community room.

**E. Drug and Alcohol Testing Policy for Commercial Drivers:** Administrator Peterson shared the new policy, and noted that Council could review it over the next month. Policy will be brought back for the March agenda for voting on.

**F. Continued Business**

- a) **Verification of Roadways:** Mayor Resseman reviewed the details presented. Member Smith suggested that written agreements be made for each area in question. Mayor Resseman motioned to have agreements drafted for next months meeting. Member Smith seconded the motion. Additional discussion was had regarding the total cost of maintaining these areas, as well is it beneficial to the community to be maintaining them. Administrator Peterson will work with Public Works staff member David Haugen to determine average time and funds spent maintaining each area. Council will review this information at next month's meeting. Motion carried all in favor.
- b) **Alley Paving:** Council requested the discussion be tabled until next month, to allow for more time for input from property owners.
- c) **Fire Department Relief Benefit increase \$1450 to \$1650:** Further clarification is needed regarding the proposed increase. Administrator Peterson will reach out to the Auditors office for clarification.
- d) **Employee Policy Update:** Discussion was had to clarify the total number of Comp time hours that could be carried forward, 40 hours. Further discussion was regarding exempt employees and PTO time versus flex time. Mayor Resseman motioned to approve the policy as submitted. Member Harvey seconded the motion. Motion carried all in favor. Council noted that Administrator Peterson should cease completing a time sheet for each payroll period, as she is a salaried employee.

**G. Miscellaneous:**

- a) **Resolution 2020-12 Approving Election Judges:** Member Bakke motioned to approve the resolution. Member Harvey seconded the motion. Motion carried all in favor.
- b) **Rakosnik Liquor License:** Member Harvey motioned to approve the application for on-sale liquor license from Lori Rakosnik. Mayor Resseman seconded the motion. Motion carried all in favor.

**Next Meeting: Monday, March 2<sup>nd</sup>, 2020 at 6:00 p.m.**

**ADJOURN:** Member Bakke moved to adjourn at 8:07 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, March 2<sup>nd</sup>, 2020**  
**City Council Chambers**

**Present:** Jason Resseman, Bridget Harvey, and Chase Bakke

**Absent:** Autumn Johnson and Tom Smith

**Visitors:** Steve Harris, Bonita Underbakke, Brian Malm, Mike Murphy, Chris Ruskell, Lester Dunn, Jereme and Pauline Suckow, Ceil Allen, Hannah Wingert, Stacey Schultz, Kara Maloney, Matt and Jessi Schnebly, Andrzej Zalasinski, and David Haugen.

**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 addition of Radon testing to Miscellaneous. Member Bakke seconded the motion. Motion carried all in favor.
- B. Approval of Minutes:**
1. Minutes of the Regular Meeting, February 3<sup>rd</sup>, 2020  
Member Harvey motioned to approve the minutes as submitted. Member Bakke seconded the motion. Motion carried all in favor.
- C. Consent Agenda:**
1. Temporary Liquor License – NWTF Root River Valley Chapter
  2. Lawful Gambling Application – NWTF Root River Valley Chapter
  3. Drug and Alcohol Testing Policy for Commercial Drivers
  4. Ordinance 54.06 – Public Utility Fee Schedule
  5. Lawful Gambling Application - Lanesboro Area Chamber of Commerce
  6. Temporary Liquor License – Lanesboro Area Chamber of Commerce
  7. Temporary Liquor License – Lanesboro Firefighters Relief Association
  8. Temporary Liquor Licenses – Lanesboro Arts Center
  9. Liquor License (On Sale & Sunday Sale) – Home Sweet Home
  10. Buffalo Bill Days Parade Route

Mayor Resseman requested the 2020 Lodging Licenses be removed from the Consent Agenda. Member Bakke motioned to approve the consent agenda items as amended. Member Harvey seconded the motion. Motion carried all in favor.

Mayor Resseman noted that the Cottage on Kenilworth is not in compliance with the Bed and Breakfast definition, in that the property is being used as a whole house rental. A letter requesting the owners to cease and desist this operation has been sent from the City Attorney. Mayor Resseman requested Cottage on Kenilworth be removed from the 2020 Lodging License list. Member Harvey motioned to approve the remaining licenses. Member Bakke seconded the motion. Motion carried all in favor.

**Committee Reports:**

- A. EDA:** Member Bakke motioned to accept the Economic Development Authority Annual Report completed by Rebecca Charles. Member Harvey seconded the motion. Motion carried all in favor.
- B. Street Department:** David Haugen reviewed the options for the Dump truck:

- Overhauling the current truck was not feasible as they are no longer manufacturing parts, therefore they are very hard to find. As well a complete refurbishing could cost \$80,000 - \$90,000 if parts could be found.
- Purchasing a used vehicle – due to the specifications required for our roads and needs, Haugen was not able to find one that matched.
- New purchase – Haugen provided a quote and specifications for a 2021 model.

Member Harvey motioned to approve the purchase of a new Dump truck with an estimated cost of \$164,000.

Member Bakke seconded the motion. Motion carried all in favor. Administrator Peterson will share the financing information once final numbers are available.

- C. Planning & Zoning:** Mayor Resseman shared that the Planning & Zoning Commission had recommended the appointment of Chad Phillips. Member Bakke motioned to appoint Chad Phillips to the Planning & Zoning Commission. Member Harvey seconded the motion. Motion carried all in favor.
- D. Heritage Preservation Commission:** Member Harvey motioned to appoint Ceil Allen and Mindy Albrecht-Benson to the Heritage Preservation Commission. Member Bakke seconded the motion. Motion carried all in favor.

#### **Continued Business:**

- A. Verification of Roadways:** Member Bakke motioned to approve Administrator Peterson and Attorney Manion working with land owners to complete the amended easement agreement for the roadways in question. Mayor Resseman seconded the motion. Administrator Peterson will work with City Engineer Brian Malm to attain physical descriptions for the appropriate easements. Motion carried all in favor.
- B. Alley Paving:** Mayor Resseman motioned to table the Parkway Alley discussion indefinitely due to the priorities of roads that need repair. Member Harvey seconded the motion. Council discussed that the Sheridan alley should be an area of focus for the 2021 Budget. Motion carried all in favor.
- C. Fire Department Relief Benefit Increase:** The Fire Department requested waiting on this discussion until the financials from 2019 are available.
- D. Detachment Request – Dale Egge:** Dale Egge withdrew his request for detachment.
- E. Cartway Petition – Ronald Greenslade:** Attorney Manion and Engineer Malm reviewed the findings of a 33' platted Public Right of Way which would provide access to the property in question. The Council requested the area be marked in order to verify this access would work, and what improvements would need to be made. Malm and staff will review the site and note any details. Mayor Resseman motioned to have those details reviewed at the April meeting, with the Cartway Petition discussion continued until the May meeting. Member Harvey seconded the motion. Motion carried all in favor.
- F. Website RFP:** Member Bakke motioned to approve the quote from Eye Prize Marketing. Member Harvey seconded the motion. Motion carried all in favor.

#### **New Business:**

- A. Election Judge Pay – Resolution 2020-14:** Member Harvey motioned to approve resolution 2020-14 increasing the election judge pay from \$10 to \$15 per hour. Member Bakke seconded the motion. Motion carried all in favor.
- B. Wastewater Treatment Facility – Resolution 2020-15 Approving Plans and Specifications and Authorizing Advertisement for Bids:** Member Bakke motioned to approve the resolution 2020-15. Member Harvey seconded the motion. Motion carried all in favor.



- C. **LMC Safety and Loss Control Workshop, April 21<sup>st</sup>:** Member Harvey motioned to approve Administrator Peterson attending the LMC Safety and Loss Control Workshop in Rochester on April 21<sup>st</sup>. Member Chase seconded the motion. Motion carried all in favor.
- D. **Lanesboro Dam Photo Documentation:** Mayor Resseman noted that Ayers Associates the engineer for the Dam project will be installing two cameras, one above the dam and one below. Their marketing team will then compile the still photos into a video that will be shared with the City. They will also insert any additional photos we would like. Mayor Resseman received an additional quote for a similar project at \$5,000. Ayers Associates will do this free of charge for the City.
- E. **Miscellaneous:**
  - a) **Radon Testing:** The Fire Department was retested with results at 8.5 and 8.2, much lower results than the original testing. For this reason, no further action will be taken at this time.
  - b) **Local Board of Appeal and Equalization Meeting Monday, April 6<sup>th</sup>, 2020 at 5:30 p.m.**
- F. **Consideration for the purchase of property: Closed Meeting: Consider offers for the purchase of real property pursuant to Minnesota Statute 13D.05, Subd. 3 (b)(3), Parcel 19.0037.020. The meeting was closed at 7:04 p.m.**

After a short recess the closed portion of the meeting began at 7:10 p.m. The meeting was then reopened at 7:20 p.m. Mayor Resseman motioned to have an appraisal done on the land as well as with the structure for parcel 19.0037.020. Member Bakke seconded the motion. Motion carried all in favor.

**Next Meeting: Monday, April 6<sup>th</sup>, 2020 at 6:00 p.m.**

**ADJOURN:** Member Bakke moved to adjourn at 7:21 p.m. Motion seconded by Member Harvey. Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson  
City Administrator/Clerk

**Lanesboro City Council  
Emergency Meeting  
Friday, March 20<sup>th</sup>, 2020  
8:15 a.m.**

**Present:**

- Mayor Resseman was present at City Hall
- Member Bridget Harvey joined via telephone
- Member Chase Bakke joined via video conference

Topic: Special Meeting

Time: Mar 20, 2020 08:15 AM Central Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/977225800?pwd=Z3FiTmRUVGR6dm83SGFSNWRQS0pZQT09>

Meeting ID: 977 225 800

Password: 089113

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

+1 253 215 8782 US

+1 301 715 8592 US

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 977 225 800

Find your local number: <https://zoom.us/u/adWQrM1mqA>

**Absent:** Autumn Johnson and Tom Smith

**Visitors:** None

**Call to order the Emergency Council Meeting:** (Mayor Resseman) 8:15 a.m.

- A. Resolution 2020-16 Declaring a local Emergency: Member Harvey motioned to approve Resolution 2020-16. Member Bakke seconded the motion. Motion carried all in favor.

**Adjourn:** Member Resseman motioned to adjourn the special meeting at 8:17 a.m. Council member Bakke seconded the motion. Motion carried all in favor.

Respectfully submitted,

Michele Peterson  
City Administrator/Clerk

**Lanesboro City Council  
Special Meeting  
Monday March 30<sup>th</sup>, 2020  
8:00 a.m.**

**Present:**

- Mayor Resseman, Members Bridget Harvey and Autumn Johnson joined via telephone
- Member Chase Bakke and Administrator Peterson joined via video conference

Join Zoom Meeting, <https://zoom.us/j/77117784>, Meeting ID: 771 177 841

Dial by your location  
+1 646 876 9923 US (New York)  
+1 312 626 6799 US (Chicago)  
+1 669 900 6833 US (San Jose)  
+1 253 215 8782 US  
+1 301 715 8592 US  
+1 346 248 7799 US (Houston)  
Meeting ID: 771 177 841

**Absent:** Tom Smith

**Visitors:** Pauline and Jereme Suckow

**Call to order the Special Council Meeting:** (Mayor Resseman) 8:05 a.m.

- A. Administrator Peterson noted that a letter had been received from Mr. Greenslade's Attorney, Mike Murphy requesting the Cartway Petition be withdrawn. Mayor Resseman motioned to set a Hearing date of June 1<sup>st</sup>, 2020 as part of the Regular Council Meeting. Member Harvey seconded the motion. A roll call vote was called for: Resseman – Yes, Harvey – Yes, Johnson – Yes, Bakke – Yes. Motion carried all in favor.

**Adjourn:** Member Resseman motioned to adjourn the special meeting at 8:08 a.m. Council member Johnson seconded the motion. Motion carried all in favor.

Respectfully submitted,

Michele Peterson  
City Administrator/Clerk

**Lanesboro City Council**  
**Regular Meeting**  
**Monday, April 6<sup>th</sup>, 2020**  
**Meeting held via Zoom and Recorded**

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

**Absent:** Autumn Johnson

**The Local Board of Appeal and Equalization and the Regular April Council Meeting were conducted via zoom: Meeting ID: 678 325 020, the meeting was recorded in audio and video.**

**Local Board of Appeal and Equalization:** Mayor Resseman opened the LBOAE meeting at 5:30 p.m. Fillmore County Assessor Brian Hoff provided the rules and regulations for the Board, noting the board could approve an increase, decrease, or change in classification.

- Kevin Drake 19.0240.080 was concerned for the increase in value. After much discussion it was noted to have the County reinspect the parcel, when appropriate.
- Stela Burdt 19.0240.130 was concerned for the increase in value. After much discussion it was noted to have the County reinspect the parcel, when appropriate.
- It was noted that the value of a Residential property in Lanesboro increased from \$92 to \$99 per finished square foot.
- Cleo Boll 19.0143.000 and 19.0144.000 (Coffee Street Inn) requested a decrease in the amount her business was valued at. Boll will send additional information to the County Assessor for consideration.
- Chad Phillips 19.0438.050, Mr. Hoff recommended a decrease in value of \$13,700. Member Harvey motioned to approve the decrease in value. Member Bakke seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.
- Rick and Michele Speltz 19.0322.000, Mr. Hoff recommended an increase in value of \$2,100. Member Smith motioned to approve the increase. Member Bakke seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.

Member Smith motioned to close the LBOAE at 6:14 p.m. Member Bakke seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.

**Regular Meeting:**

Mayor Resseman called the Regular Meeting to order at 6:14 p.m.

- A. Agenda:** Member Harvey motioned to approved the agenda with the additions of Fillmore County Ambulance Subsidy Agreement, Withdrawal of the Cartway Petition, and a discussion regarding the public spaces in Lanesboro. Member Harvey seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.
- B. Resolution 2020-17:** Mayor Resseman explained that he would like to appoint Tom Dybing as an interim Council Member until the return of Council Member Johnson. Member Bakke motioned to approve

Dybing as interim Council Member. Member Harvey seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.

**C. Approval of Minutes:**

1. Minutes of the Regular Meeting, March 2<sup>nd</sup>, 2020: Member Harvey motioned to approve the minutes as submitted. Member Bakke seconded the motion. Vote was done by roll-call with members Resseman, Harvey, Bakke, and Dybing voting in favor. Member Smith abstained as he was not present for the meeting. Motion carried.
2. Minutes of the Emergency Meeting, March 20<sup>th</sup>, 2020: Member Harvey motioned to approve the minutes as submitted. Member Bakke seconded the motion. Vote was done by roll-call with members Resseman, Harvey, and Bakke voting in favor. Members Smith and Dybing abstained as they were not present for the meeting. Motion carried.
3. Minutes of the Special Meeting, March 30<sup>th</sup>, 2020: Member Harvey motioned to approve the minutes as submitted. Member Bakke seconded the motion. Vote was done by roll-call with members Resseman, Harvey, Bakke, and Smith voting in favor. Member Dybing abstained as he was not present for the meeting. Motion carried.

**Continued Business:**

- A. Traffic along Parkway Avenue North:** Mayor Resseman motioned to table this discussion. Member Smith seconded the motion. Vote was done by roll-call with members Resseman, Harvey, Bakke, Smith, and Dybing voting in favor. Motion carried.
- B. Verification of Roadways:** Administrator Peterson noted that a draft of the resolution and a letter explaining had been sent out to property owners. Some responses have been received to this point; however, Peterson would like to continue the discussion to allow for additional time for responses to come in. Mayor Resseman motioned to table the discussion. Member Harvey seconded the motion. Vote was done by roll-call with members Resseman, Harvey, Bakke, and Smith voting in favor. Member Dybing abstained as he was not familiar with the discussion. Motion carried.

**New Business:**

- A. 30.111 City Fee Schedule Amendment:** An increase to Ambulance Service fees is suggested. Members can review the ordinance and vote on it at the May meeting.
- B. Tobacco License – Granny’s Liquor:** Member Dybing motioned to approve the Tobacco license for Granny’s liquor. Mayor Resseman seconded the motion. Vote was done by roll-call with members Resseman, Harvey, Bakke, Smith, and Dybing voting in favor. Motion carried.
- C. Fillmore County Ambulance Subsidy:** Mayor Resseman motioned to approve the contract with Fillmore County. Member Harvey seconded the motion. Vote was done by roll-call with members Resseman, Harvey, Bakke, Smith, and Dybing voting in favor. Motion carried.
- D. Withdrawal of Cartway Petition:** Mayor Resseman motioned to accept the withdrawal of the cartway petition from Attorney Murphy representing Mr. Greenslade. Member Bakke seconded the motion. Vote was done by roll-call with members Resseman, Harvey, Bakke, Smith, and Dybing voting in favor. Motion carried.
- E. Public Spaces:**

1. Bathrooms: Member Smith motioned to keep the public bathrooms closed and bring in three porta-potties (Sylvan Park, Bass pond Parking, and Visitor's Center). Member Bakke seconded the motion. Council would like to review this decision each month. Vote was done by roll-call with members Resseman, Harvey, Bakke, Smith, and Dybing voting in favor. Motion carried.
2. Campground: Member Harvey motioned to close Sylvan Campground through June. Mayor Resseman seconded the motion. Vote was done by roll-call with members Resseman, Harvey, Bakke, and Dybing voting in favor. Member Smith voted no. Motion carried.
3. Sylvan Park: Mayor Resseman motioned to recommend no use of the Softball Field, Tennis Courts, Basketball Courts, Fishing dock, and playground equipment. Member Bakke seconded the motion. Signs will be posted in these areas to reflect this recommendation. Council will review this discussion at the May meeting. Vote was done by roll-call with members Resseman, Harvey, Bakke, Smith, and Dybing voting in favor. Motion carried.

**Next Meeting: Monday, May 4<sup>th</sup>, 2020 at 6:00 p.m.**

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

Respectfully Submitted,

Michele Peterson  
City Administrator/Clerk

**Lanesboro City Council  
Special Meeting  
Wednesday, April 15<sup>th</sup>, 2020  
9:00 a.m.**

**Present:** Mayor Resseman, Members Dybing, Smith, Bakke, and Harvey joined the zoom meeting:

Join Zoom Meeting  
<https://zoom.us/j/284690909>  
Meeting ID: 284 690 909

**Absent:** None

**Visitors:** Pauline Suckow, Lester and Diane Dunn, John Dahle, David Haugen, Steve Majerus, Darla Taylor, and Ardell Nordgaard.

**Call to order the Special Council Meeting:** (Mayor Resseman) 9:00 a.m.

Agenda: Member Harvey motioned to approve the agenda as presented. Member Bakke seconded the motion. Motion carried all in favor. Vote was done by roll-call with all members in favor. Motion carried.

Discussion:

- A. COVID19 Staffing Concerns: Mayor Resseman began by explaining that all staff have been paid their regular wages, while flexing their time at work. Resseman explained that there were three options to be considered: Remain the same, Reduce wages, or Furlough.
1. Library: Member Smith motioned to recommend to the Library Board to discontinue payroll for the two part-time staff members, as well as the Library Director until they are able to provide services while taking appropriate safety precautions. Member Harvey seconded the motion.  
Member Smith then amended his motion to state the part-time staff members and the Library Director should be furloughed. Member Bakke seconded the amendment. The amended motion was voted on by roll-call vote. All member voted in favor of the recommendation. Motion carried.
  2. City Staff: Member Harvey motioned to continue with current staffing and wages and reassess the recommendation at the May 4<sup>th</sup> City Council Meeting. Member Dybing seconded the motion. Mayor Resseman suggested staff members look into the benefits that they could be eligible for if furloughed. Council requested that staff members complete tasks that can be done while providing appropriate distancing. Vote was done by roll-call vote with all members voting in favor. Motion carried.
  3. Future Projects: City Engineer Brian Malm suggested that the Council consider completing the engineering for two projects that grant applications had been submitted for. Member Harvey motioned to request a cost estimate for the projects and submit them for the May 4<sup>th</sup> City Council meeting. Member Bakke seconded the motion. Vote was done by roll-call vote with all members voting in favor. Motion carried.
  4. Budget Projects: The Council expressed the opinion of continuing on with projects that were a part of the 2020 budget.

5. Minimize Spending: Mayor Resseman motioned to minimize any non-essential spending for the budget year 2020. Member Harvey seconded the motion. Vote was done by roll-call vote with all members voting in favor. Motion carried.
6. Bathrooms: Member Smith noted concern for damage to the portapotties, Deputy Clerk Darla Taylor with call the contractor. Member Smith motioned to open the bathrooms at the visitor center and have staff clean the bathrooms several times a day. Motion failed without a second.

**Adjourn:** Member Harvey motioned to adjourn the special meeting at 9:49 a.m. Council member Dybing seconded the motion. Motion carried all in favor.

Respectfully submitted,

Michele Peterson  
City Administrator/Clerk



**Lanesboro City Council**  
**Regular Meeting**  
**Monday, May 4<sup>th</sup>, 2020**  
**Meeting held via Zoom and Recorded**

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

**Absent:** None

**Visitors:** Tom Manion, Chief Sass, Tara Johnson, Deane Benson, Hannah Wingert, Andrew Forliti, David Haugen, Pauline and Jereme Suckow, Drue Ferguson, Darla Taylor, Bill, John and Denise Dahle, Ardell Nordgaard, Lester Dunn, and Andrzej Zalasinski.

**Regular Meeting:**

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

**A. Agenda:** Member Harvey motioned to approved the agenda with the addition of fill site to ICON Construction. Member Dybing seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.

**B. Approval of Minutes:**

1. Minutes of the Regular Meeting, April 6<sup>th</sup>, 2020: Member Bakke motioned to approve the minutes as submitted. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
2. Minutes of the Special Meeting, April 15<sup>th</sup>, 2020: Member Bakke motioned to approve the minutes as submitted. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.

**C. Consent Agenda:**

1. Accounts Payable
2. 30.111 City Fee Schedule

Mayor Resseman motioned to approve the Consent Agenda as submitted. Member Harvey seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.

**D. Committee Reports:**

1. Police: Chief Sass noted that four new part time officers had been hired. The department is currently working on replacing a squad car for Officer Mever with a 2020 Dodge Durango. This was included in the annual budget, so there will not be an adjustment to the contract. At this time there have been no scheduling changes due to the COVID-19 pandemic. Officers are however not entering nursing or care facilities. They are trying to handle all situations through phone or if necessary, bring any conversations outdoors. At this time, they have only received calls with questions regarding the Governor's orders, no complaints.
2. Library: Director Tara Johnson noted that the Lanesboro Library is currently in Phase 1 of reopening. They are currently providing curb side pick-up twice a week. If they are able to attain additional cleaning supplies, they will be able to provide this service three times per week. Johnson is planning to begin Phase 2 of reopening May 18<sup>th</sup>, or as recommended by the Governor. Johnson is currently working on changes for the Summer Reading program, making considerations for virtual involvement. They will consider small group gatherings if appropriate.

The Library also has applied for a grant to purchase hot spot devices, although the devices are currently backordered.

3. Park: Deputy Clerk Darla Taylor provided the update for the Park Department. The monthly meeting was held April 28<sup>th</sup> via zoom. Park Director Ardell Nordgaard has been busy with mowing, sanitizing, and preparing the park for the 2020 season. Nordgaard has also assisted Public Utilities with two water leak repairs. Taylor filed an insurance claim for damage to the north side of the building believed to have been caused by heavy snow on the gutters. Discussion are underway for the development of a historic park in the area adjacent to the Ballfield. Taylor has also been having conversations with groups that coordinate events in the park to make changes to allow for social distancing and follow guidelines set by the CDC.

**E. 2019 Audit Presentation:** Andrew Forliti provided an overview of the 2019 Audit for the City of Lanesboro and the Lanesboro Public Utilities. Member Harvey motioned to approve the Audits as presented. Member Bakke seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.

**F. Agenda Request Items:**

1. Roger & Diane Perry: Member Smith motioned to repair the area in a 3 ft radius around the light pole on the boulevard. Member Harvey seconded the motion. Administrator Peterson will reach out to Mr. Perry to see if this repair will fulfill his request. Vote was done by roll-call with all members in favor. Motion carried.

**G. Continued Business:**

1. Verification of Roadways: Administrator Peterson shared concern for costs associated with completing the legal descriptions for the easements.
2. Public Spaces:
  - a) Bathrooms: Member Smith motioned to reopen the public bathrooms, however not the showers. Member Bakke seconded the motion. Member Smith then amended his motion to open the bathrooms in the campgrounds and at the Visitor Center. Member Bakke seconded the amendment. Vote for the amendment was done by roll-call with all members in favor. Vote was then conducted for the amended motion by roll-call with all members in favor. Motion carried.  
Member Dybing motioned to remove all of the porta-potties. Member Dybing then amended his motion to remove the porta-potties at the Visitor Center and the Bathhouse. Member Bakke seconded the amended motion. Vote was done by roll-call with all members in favor. Motion carried.
  - b) Campground: Member Bakke motioned to open the campground when recommended by Executive Order from the Governor. Mayor Resseman seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.
  - c) Park Amenities: Member Smith motioned to remove the sign recommending closure of the equipment and to not reinstall the basketball hoops at this time. Member Harvey seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.
  - d) Projects: Mayor Resseman motioned to forgo any expenditures for engineering costs associated with any projects not already in motion. Member Harvey seconded the motion. Vote was done by roll call with all members in favor. Motion carried.
  - e) Plan and Policy: Member Smith motioned to approve the COVID Preparedness Plan and the Continuity of Operations Plan for COVID. Member Dybing seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.
3. Staff Time: Administrator Peterson noted that all staff members are working regular schedules, and keeping busy. Mayor Resseman motioned to recommend staff members were masks when

it is required to work in close proximity. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.

**H. New Business:**

1. SMIF Donation for 2021: Member Harvey motioned to include a donation of \$500 to the Southern Minnesota Initiative Foundation in 2021. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  2. Seal Coating Bid: Mayor Resseman motioned to approve the bid from Fahrner Asphalt. Member Dybing seconded the motion. Discussion was had on how the areas were identified; David Haugen used a grading scale that was implemented by the City Engineer. Vote was done by roll-call with all in favor. Motion carried.
  3. City of Whalan Contract: Mayor Resseman and Administrator Peterson provided the background information. Member Smith motioned to approve a contract with the City of Whalan to pay Lanesboro \$225 per month, and that Whalan pay Peterson directly. Member Bakke seconded the motion. Vote was done by roll-call with Members Bakke, Harvey, Smith, and Dybing voting in favor. Mayor Resseman voted no. Motion carried.
  4. ICON Construction: Administrator Peterson shared that a change order for fill excavation will be coming forward. With that ICON Construction has requested the Council identify an area for temporary storage of excavation material. Mayor Resseman motioned to allow the temporary storage at the Ballfield with the installation of a silt fence, the pile be seeded to prevent erosion, work with staff on exact location, and that the City be given a Flood preparedness plan. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- I. Miscellaneous:** Member Harvey motioned to hold all meetings through the next City Council meeting on June 1<sup>st</sup>, 2020 via Zoom. Mayor Resseman seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.

**Next Meeting: Monday, June 1<sup>st</sup>, 2020 at 6:00 p.m.**

**ADJOURN:** Member Smith moved to adjourn at 7:37 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 1<sup>st</sup>, 2020**  
**Meeting held via Zoom and Recorded**

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

**Absent:** None

**Visitors:** Tom Manion, Deane Benson, Hannah Wingert, Pat Shanahan, Bill, Brian Roelofs, Chad Phillips, Chris Ruskell, Darla Taylor, David Landro, Michael Murphy, John Pieper, Stacey Schultz, Pauline Suckow, Drue Ferguson, John Dahle, Lester Dunn, and Andrzej Zalasinski.

**Public Hearing:** Mayor Resseman opened the Public Hearing at 6:00 p.m. Mayor Resseman provided the background information for the set-back variance request for 503 Calhoun to build a new garage in the place of the existing. No comments were received, the hearing was closed at 6:03 p.m.

**Regular Meeting:**

Mayor Resseman called the Regular Meeting to order at 6:03 p.m.

- A. Agenda:** Member Harvey motioned to approve the agenda with the additions of Resolution 2020-19, Lodging Licenses, Liquor Licenses, Library, and Public Spaces to the COVID19 Response. Member Bakke seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.
- B. Approval of Minutes:**
  - 1. Minutes of the Regular Meeting, May 4<sup>th</sup>, 2020: Member Harvey motioned to approve the minutes as submitted. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- C. Consent Agenda:**
  - 1. Accounts Payable  
Member Bakke motioned to approve the Consent Agenda as submitted. Member Harvey seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.
- D. Committee Reports:**
  - 1. Ambulance: Director Deane Benson noted that call volume has been increasing, as well that the level of PPE gear is still at sufficient levels. There are currently 15 screening questions with relation to COVID19, the regulations for this pandemic continue to change rapidly. The training for EMT's is hoping to reconvene in September and finish by the end of the year. The ambulance department recently received a \$500 donation from an area resident. Benson is looking into possible additional funding sources for replacing the tires on the ambulance, a current cost of \$2400. The tires will be replaced this fall.
  - 2. Fire: No report was available.
- E. Continued Business:**
  - 1. COVID19 Response for Public Facilities Discussion
    - a) Basketball Hoops, Tennis Courts, Volleyball Nets: Member Harvey motioned to reinstall the basketball hoops, open the tennis courts, and install the volleyball nets. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.

- b) Community Center: Mayor Resseman motioned to keep the Community Center closed until recommended by the Governor's order. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  - c) City Office: Member Resseman motioned for the office to remain closed to the public until safety measures can be installed. Member Harvey seconded the motion. Administrator Peterson noted that the work should be completed in 3-4 weeks. Vote was done by roll-call with all in favor. Motion carried.
  - d) Public Meetings: Mayor Resseman motioned to conduct public meetings in the gymnasium starting the week of June 8<sup>th</sup>, and to continue using the zoom link. Member Bakke seconded the motion. Discussion was then had regarding the use of masks by all in attendance. Member Harvey motioned to amend the initial motion to include the wearing of a mask by all in attendance. Member Dybing seconded the amendment. A concern was voiced that this would preclude some from attending, Attorney Manion felt that as long as there was still the ability to attend the meeting via Zoom, no would be precluded. Vote was done by roll-call with Mayor Resseman and Members Bakke, Harvey, and Dybing in favor. Member Smith voted no. Motion carried. A vote was then taken on the amended motion to hold in person meetings with a zoom link as well, and all attendees would be required to wear a mask. Vote was done by roll-call with all in favor. Motion carried.
  - e) Library: Library Board member Stacey Schultz noted that the board was following the state guidelines as well as those from SELCO. The Library is currently doing curbside pick-up twice a week, and are working towards a slow roll out in order to keep everyone's safety in mind.
  - f) Liquor Licenses: Member Bakke motioned to refund three months of liquor license fees excluding off-sale and tobacco. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  - g) Lodging Licenses: Mayor Resseman motioned to refund lodging license fees for 2020. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  - h) Resolution 2020-19: Mayor Resseman motioned to approve the resolution allowing for lawful gambling to be conducted outdoors at permitted premises beginning June 1<sup>st</sup>, 2020. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  - i) Public Spaces: The business owner of Iron Horse Outfitters, Pat Shanahan, noted concern for the lack of bathrooms and hand washing stations in the downtown area. Member Harvey motioned to place a portable bathroom and handwashing station in the empty lots downtown. Mayor Resseman seconded the motion. Administrator Peterson will reach out to the property owner to verify that this is okay, as well verify proper spacing distances. Vote was done by roll-call with all in favor. Motion carried.
2. Right of Way Access – Greenslade: Mayor Resseman noted that Mr. Murphy, representing Mr. Greenslade, presented the idea to Planning & Zoning on May 20<sup>th</sup> of Mr. Greenslade paying an engineer to design the access way. The Planning & Zoning commission did recommend this idea to the City Council. Member Harvey motioned to allow Mr. Greenslade to have designs completed for the access way off of Hillside Ave. Member Smith seconded the motion. Plans will be submitted to the City Administrator, who will then share the information with the City Engineer, City Attorney, as well as members of the public. Vote was done by roll-call with all in favor. Motion carried.

3. Verify Roadways Discussion: Administrator Peterson reviewed the list of access ways in questions. Property owner David Landro was asked to submit a request in writing to the City Administrator regarding his concerns for an easement. Property owner Lester Dunn noted the necessity for access to facilities, and requested that the plowing of Westview Drive continue. Mayor Resseman motioned to table the discussion to allow Mr. Landro time to submit his request. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.

**F. New Business:**

1. Setback Variance Request: Mayor Resseman motioned to approve the request for variance for set-back requirements. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
2. Sidewalk Ordinance Review: Member Bakke motioned to approve the ordinance 93.033 with the removal of item g from the draft version. Mayor Resseman seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
3. Annual Staff Reviews: Administrator Peterson requested that the annual staff reviews be conducted in the fall. Mayor Resseman motioned to approved reviews being conducted in the fall of 2020. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
4. State of Minnesota Renewal:
  - a) Joint Powers Agreement Authorized Agency: Mayor Resseman motioned to approve. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  - b) Court Data Serves Subscriber Amendment to CJDN Subscriber Agreement: Mayor Resseman motioned to approve. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  - c) Resolution 2020-18: Mayor Resseman motioned to approve the resolution approving the State of Minnesota Joint Powers Agreements with the City of Lanesboro on behalf of its City Attorney and Police Department. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  - d) 2021 Budget: Administrator Peterson is working on the budget for 2021, and will have submit the figures for 2020 at the July meeting as well as a suggested starting place for the 2021 budget. The goal will be to minimize all spending for this year and next.

- G. Miscellaneous:** Special Council Meeting, Monday June 15<sup>th</sup>, 2020 at 6:00 p.m., to determine Buffalo Bill Days.

**Next Meeting: Monday, July 6<sup>th</sup>, 2020 at 6:00 p.m.**

**ADJOURN:** Member Harvey moved to adjourn at 7:56 p.m. Motion seconded by Mayor Resseman. Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson  
City Administrator/Clerk

**Lanesboro City Council  
Special Meeting  
Monday, June 15<sup>th</sup>, 2020 6:00 p.m.  
Lanesboro Community Center Gymnasium and Zoom**

**Present:** Mayor Resseman, Members Dybing, Smith, Bakke, Member Harvey joined via the zoom meeting:

Join Zoom Meeting  
<https://us02web.zoom.us/j/89188320384>  
Meeting ID: 891 8832 0384

**Absent:** None

**Visitors:** Pauline Suckow, Andrzej Zalasinski, Krissy Kelley, Mindy Albrecht-Benson, Amanda Specht, Lori Bakke, Therese Graner, Ann Thompson, LuAnn Hamman, Stacey Schultz, and Darla Taylor.

**Call to order the Special Council Meeting:** (Mayor Resseman) 6:00p.m.

Agenda: Member Dybing motioned to approve the agenda as presented. Member Bakke seconded the motion. Motion carried all in favor. Vote was done by roll-call with all members in favor. Motion carried.

- A. **Gambling Permit – Eide Memorial Tournament:** Member Bakke motioned to approve the gambling permit. Mayor Resseman seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.
- B. **Buffalo Bill Days:** Mayor Resseman read a letter from the City Attorney in reference to hosting Buffalo Bill Days. Discussion continued regarding the ability to host the individual events and whether or not they would meet current guidelines, as well, how could guidelines be enforced. Member Smith motioned to cancel the Buffalo Bill Days Events except for the Fireworks. Member Harvey seconded the motion. Questions arose regarding t-shirts, raffle tickets, and neighborhood gatherings. Member Smith then rescinded his motion. Mayor Resseman motioned to allow the Fireworks display, encourage neighborhood gatherings, creation and sale of commemorative t-shirts, sale of raffle tickets, and the raffle drawing to be held virtually. Member Smith seconded the motion. Vote was done by roll-call with all in favor. Motion carried.

**Adjourn:** Member Bakke motioned to adjourn the special meeting at 6:28 p.m. Mayor Resseman seconded the motion. Motion carried all in favor.

Respectfully submitted,

Michele Peterson  
City Administrator/Clerk

**Lanesboro City Council**

**Regular Meeting**

**Monday, July 6<sup>th</sup>, 2020**

**Meeting held via Zoom and at the Lanesboro Community Center Gymnasium**

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

**Absent:** None

**Visitors:** Bonita Underbakke, Ruth Ostrem, Mike Murphy, Michael Seiler, Lester & Dianne Dunn, Ceil Allen, Hannah Wingert, Ron Amdahl, Alysha Himle, Pauline and Jereme Suckow, Elaine Edwards, Jeff Hebl, Gideon Prudoehl, David Haugen, Darla Taylor, Karen Ross, Don Lukkason, Chad Phillips, Chris Ruskell, Brian Malm, Drue Ferguson, Andrzej Zalasinski, and Mark Welch.

**Regular Meeting:**

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

- A. Agenda:** Member Dybing motioned to approve the agenda with the additions of: Ostrem Petition to Detach, Hold Harmless Agreement, CARES Act Funding, Hazard Incentive Pay to New Business. Member Harvey seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.
- B. Approval of Minutes:**
1. Minutes of the Regular Meeting, June 1<sup>st</sup>, 2020: Member Harvey motioned to approve the minutes as submitted. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  2. Minutes of the Regular Meeting, June 15<sup>th</sup>, 2020: Member Harvey motioned to approve the minutes as submitted. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- C. Consent Agenda:**
1. Accounts Payable
  2. Resolution 2020-20 Accepting Donations
- Member Bakke motioned to approve the Consent Agenda as submitted. Member Harvey seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.
- D. Committee Reports:**
1. Street
    - a) Resolution 2020-22 Silica Grant Application: David Haugen shared that the department had taken part in a Silica Sand testing in the street sweeper last fall. That equipment had passed the test; however, the department also uses a broom attachment on a lawn mower, which did not meet guidelines. The department would like to apply for a 50% Matching Grant from MNOSHA to purchase equipment that could be used with the tractor that has an enclosed cab. Mayor Resseman motioned to approve Resolution 2020-22 authorizing application for the grant. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried
    - b) Resolution 2020-24 Accepting Donation: Member Smith motioned to approve Resolution 2020-24 accepting a donation. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.



The donation will be used to repair a portion of the alley between Parkway Avenue North and Rochelle Avenue North. Member Harvey motioned to approve the repairs in this alley. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.

2. EDA: No report was available.

**E. Continued Business:**

1. Dam Project
  - a) Change Orders #1,2,3, and 4: Member Dybing motioned to approve change orders 1, 2, 3, and 4. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  - b) Request for Payment #1: Member Harvey motioned to approve the request for payment in the amount of \$2,255,103.89. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
2. COVID19 Response for Public Facilities Discussion
  - a) Community Center: Mayor Resseman motioned to not allow rentals of the Community Center at this time. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried. Administrator Peterson shared the poor conditions that the public bathrooms have been found in lately.
  - b) City Office: No change at this time.
  - c) Public Meetings: No change at this time.
3. Right of Way Access – Greenslade: Mayor Resseman began the discussion by allowing comments from the adjacent property owners. Administrator Peterson read a statement in opposition to the right of way access from Ryan and Sarah Kling-Punt. Jereme Suckow deferred his time to John Dahle. John Dahle also read a statement outlining concerns for the right of way access request. A petition to vacate Hillside Avenue was then presented to the Council. Ceil Allen, Alysha Himle, and Jeff Hebl also shared concerns for the request. Attorney Michael Murphy reviewed that the area is a platted and dedicated street, to which Mr. Greenslade is requesting private access. Mr. Greenslade has offered to cover costs to create and maintain the access way. He also suggested that a development agreement could be entered into, noting only agricultural use. If any further developments would happen in the future it would again require approval from the City Council.

Mayor Resseman called for a hearing due to the petition to vacate for Tuesday, July 21<sup>st</sup>, at 6:00 p.m. Mayor Resseman motioned to table the access request discussion. Member Bridget seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
4. Verify Roadways Discussion: Administrator Peterson will work with City Attorneys and Engineers to complete easement paperwork for North Valley Drive, Cedar Cliff, Hidden Valley Drive, and Westview Drive.
5. Property Appraisal Review: Member Smith motioned to indefinitely table the discussion regarding parcel 19.0037.020. Mayor Resseman seconded the motion. Vote was done by roll-call with all in favor. Motion carried.

**F. New Business:**

1. Amdahl Petition for Detachment: Concerns were brought forward regarding the validity of the petition, as the parcel must border the city limits to be eligible to petition for detachment. Mr. Amdahl noted that his parcel shares a corner with another parcel that is a Township parcel. The Council requested to continue this discussion in August to allow time for additional information to be gathered.
2. Vacation of a portion of Auburn Avenue: It was discovered that this portion of right of way had previously been vacated, no further action was taken.

3. Mindrum – Lot Split Application, Resolution 2020-21: Member Harvey motioned to approve Resolution 2020-21 approving the lot split request. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
4. Ostrem Petition for Detachment: Ruth Ostrem is requesting detachment due to the fact that a majority of her farm is currently within the Township, and they would like the farm to be all together. Discussion was then had regarding the development of a rural taxing district, and Mrs. Ostrem requested to wait and see what developed from that before continuing with the detachment proceedings. Discussion is tabled until further notice from Mrs. Ostrem.
5. Hold Harmless Agreement: Mayor Resseman motioned to approve the Hold Harmless Agreement with Mr. Andy Bunge for the empty lots at 104 and 106 Parkway Avenue north due to the bathroom, picnic tables, and tents. Member Smith seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
6. CARES Act Funding: \$57,560 was received to help cover costs according to the CARES Act. Members Harvey and Bakke will work with Administrator Peterson to verify how the funds can be used in accordance with federal guidelines.
7. Hazard Pay Incentive: Administrator Peterson shared the concern for Ambulance volunteers and their safety during this time. Member Harvey motioned to approve \$11 per call for the Director, EMT's, and EMR's regardless of if it's a transport or not – retroactive to March 1<sup>st</sup> until December 31<sup>st</sup> 2020. Member Bakke seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.

**Next Meeting: Monday, August 3<sup>rd</sup>, 2020 at 6:00 p.m.**

**ADJOURN:** Member Harvey moved to adjourn at 7:23 p.m. Motion seconded by Member Bakke. Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson  
City Administrator/Clerk

**Lanesboro City Council  
Special Meeting  
Monday, July 21<sup>st</sup>, 2020 6:00 p.m.  
Lanesboro Community Center Gymnasium and Zoom**

**Present:** Mayor Resseman, Members Dybing, Smith, Bakke, and Harvey

Join Zoom Meeting  
<https://us02web.zoom.us/j/85611405626>

**Absent:** None

**Visitors:** Ceil Allen, Lester and Diane Dunn, John and Denise Dahle, Jereme and Pauline Suckow, Ryan Kling-Punt, Michael Seiler, Darla Taylor, Torey Johnson, Lexi Johnson, Michael Murphy, Chris Ruskell, Alysha Himle, Barb Jeffers, Attorney Tom Manion, Officer Gideon Prudoehl.

**Public Hearing – Vacation of Hillside Avenue:** Mayor Resseman called the Public Hearing to order at 6:00p.m.

- Administrator Peterson shared a statement from John and Denise Dahle in support of vacating Hillside Avenue and in opposition to any development of Hillside Avenue.
- Ryan Kling-Punt stated that he agreed with the Dahle statement and referred to the engineer's statement that it would be hard to develop a roadway as required by the ordinance. He felt that road improvements would only benefit Mr. Greenslade, not the entire community.
- Jereme Suckow also stated agreement to Mr. Dahle and Mr. Kling-Punt's statements. He also shared concern for the number of trees that would have to be removed if improvements were to be made.
- Pauline Suckow shared her thoughts on the community, noting how special it was to her. She also stated that she has felt harassed since the discussion regarding access to the adjacent had been requested. She would like to see Hillside Avenue vacated.
- Mike Murphy reviewed the state statute regarding vacation of Public Right of Ways. He requested that the City Council deny the vacation request. His client, Mr. Greenslade would like to construct and maintain a private access way to his property within the right of way. A development agreement would be required before any work would be completed. He felt that if the petition were to be granted, Mr. Greenslade would incur damages.

The Public Hearing was closed at 6:18 p.m. with no further comments offered.

**Call the Special Meeting to Order:** Mayor Resseman called the Special Meeting to order at 6:18 p.m.

Agenda: Member Harvey motioned to approve the agenda as presented. Member Bakke seconded the motion. Motion carried with all in favor.

- A. **Vacation Petition:** Discussion began with Attorney Tom Manion reviewing the requirements within the State Statute. Members asked several clarifying questions regarding options to vacate or not, and whether or not improvements must be made. Member Smith motioned to table the discussion until next month. Motion failed without a second.

Member Bakke motioned to vacate Hillside Avenue. Motion failed without a second.  
Member Dybing motioned to deny the request for vacation. Motion carried with Mayor Resseman and Members Harvey, Smith, and Dybing in favor. Member Bakke voted no.

- B. **Access Way Request:** Mayor Resseman motioned to deny the request to improve Hillside Avenue, noting financial concerns and felt that it was not in the best interest to develop this area at this time. Member Smith seconded the motion. Motion carried with all in favor.

**Adjourn:** Member Bakke motioned to adjourn the special meeting at 6:46 p.m. Mayor Resseman seconded the motion. Motion carried all in favor.

Respectfully submitted,

Michele Peterson  
City Administrator/Clerk

**Lanesboro City Council  
Regular Meeting  
Monday, August 3, 2020**

**Meeting held via Zoom and at the Lanesboro Community Center Gymnasium**

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

**Absent:** None

**Visitors:** Bonita Underbakke, Michael Seiler, Lester & Dianne Dunn, Hannah Wingert, Ron Amdahl, Pauline and Jereme Suckow, Officer Gideon Prudoehl, David Haugen, Darla Taylor, Don Lukkason, Brian Malm, Drue Ferguson, Andrzej Zalasinski, Chris Goodwin, Denise Dahle, Mindy Albrecht-Benson, Mimi Abel, Dan and Maureen Anderson, Andy and Karen Heimdahl, Attorney Joseph O’Koren, and Jamie Stangohr.

**Regular Meeting:**

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

A. **Agenda:** Member Dybing motioned to approve the agenda with the additions of: Hwy 250 Project, Liquor License for Sylvan Brewing, Resolution 2020-28, and Resolution 2020-29. Member Bakke seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.

**B. Approval of Minutes:**

1. Minutes of the Regular Meeting, July 6<sup>th</sup>, 2020: Member Harvey motioned to approve the minutes as submitted. Member Smith seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
2. Minutes of the Regular Meeting, July 21<sup>st</sup>, 2020: Member Bakke motioned to approve the minutes as submitted. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.

**C. Consent Agenda:**

1. Accounts Payable
2. Resolution 2020-23 Vacating a portion of Auburn Street
3. Lodging License – Parkway
4. Resolution 2020-27 Denying Petition to Vacate Hillside Avenue

Member Bakke motioned to approve the Consent Agenda as submitted. Member Dybing seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.

**D. Committee Reports:**

1. Fire
  - a) Hazard Pay: Administrator Peterson requested \$10 per call Hazard Pay on behalf of the Fire Chief for all call’s March 1 – December 31, 2020. Member Harvey motioned to approve the Hazard Pay. Member Bakke seconded the motion. Vote was done by roll call with all in favor. Motion carried.
  - b) Appointment: Mayor Resseman motioned to appoint Jeff Norby to the Fire Department. Member Harvey seconded the motion. Vote was done by roll call with all in favor. Motion carried.
  - c) Retirement Benefit Level: It was previously discussed to review the retirement benefit level at this time. However, given the current condition of the economy, the fire department would like to again postpone this discussion until next year.

#### **E. Continued Business:**

1. Dam Project: Project Engineer Chris Goodwin provided the Council with an update and reviewed concerns regarding the change order requests.
  - a) Change Orders #5: Member Harvey motioned to approve Change Order #5. Member Dybing seconded the motion. Vote was done by roll call with all in favor. Motion carried.
  - b) Request for Payment #2: Mayor Resseman motioned to approve Payment Request #2 for ICON Construction. Member Bakke seconded the motion. Vote was done by roll call with all in favor. Motion carried.
2. COVID19 Response for Public Facilities Discussion – Mayor Resseman again noted that this is an ongoing discussion item, and that the Council is very concerned with the health of the community.
  - a) Community Center: Options were discussed regarding the requirement of a waiver, as well as concerns for sanitizing the facility. Member Smith motioned no private rentals of the community center through December 31, 2020. Member Harvey seconded the motion. Members noted that the decision could be reevaluated sooner if appropriate. Vote was done by roll call with all in favor. Motion carried.
3. Amdahl Petition for Detachment: The validity of the application had been verified, as a corner of Mr. Amdahl’s property is adjacent to a Holt Township property. Mr. Amdahl discussed concerns of taxing as well as control of his land. He felt that the ordinances for the City of Lanesboro were too restrictive for the farming that we would like to do. Member Harvey stated an understanding for his position although was concerned for the ramifications of supporting the detachment request. Member Harvey motioned to deny the petition to detach from the City of Lanesboro. Mayor Resseman seconded the motion. Vote was done by roll call with Mayor Resseman and Members Harvey and Bakke in favor. Members Smith and Dybing voted no. Motion carried.

#### **F. New Business:**

1. 30.111 City of Lanesboro Fee Schedule: A new late fee has been established for building permit applications. Members will review the updated ordinance, and a vote will be done at the next meeting.
2. Fillmore Avenue N – One Way Consideration: Administrator Peterson noted concern for visibility when trying to access Coffee Street going North. Member Bakke motioned to table the discussion. Member Harvey seconded the motion. Discussion was had regarding the possibility of changing parking spaces on Coffee Street. Vote was done by roll call with all in favor. Motion carried.
3. Infrastructure Concerns: Discussion began with the concern of debris being deposited onto Whittier Street. Member Harvey motioned to ask the City Attorney to send a letter to the property owners to repair the drainage issues. Attorney O’Koren then noted that the City Engineer should review the site prior to sending the letter to the homeowners. Mayor Resseman then amended to include having the engineer review both properties. Member Harvey seconded the amendment. Member Bakke seconded the amended motion. Vote was done by roll call with all in favor. Motion carried.

The alley between Pleasant and Sheridan was also noted as an area of great concern. City Engineer Brian Malm noted that he did not feel there was any way to do a partial repair in order to help improve the area. Public Works staff David Haugen noted that they have been cleaning out the ditch to try and help every 30-45 days.

Drainage concerns were noted at the corner of Pleasant and Parkway as well. Unfortunately, with a complete road project there is also no way to improve the drainage in this area.

The alley behind the Legion, as well as the alley behind the Red Hotel were also discussed. Minor repairs have been completed to try and help divert the water, in an attempt to maintain the current pavement condition. Public Works has been working diligently to make repairs, to try and prevent further breakdowns in the pavement throughout town.

Finally, the City of Lanesboro will be partnering with MNDOT for the reconstruction of Hwy 250 through town in 2026. Planning for this project will begin in the next year.

4. **Sylvan Brewing Liquor License:** Mayor Resseman motioned to approve the Liquor License for Sylvan Brewing, Andy and Karen Heimdahl. Member Harvey seconded the motion. The vote was done by roll call with all members in favor. Motion carried.
5. **Resolution 2020-28 Declaring a vacancy of a Council Member Position:** Mayor Resseman read the resignation letter aloud from Member Autumn Johnson effective immediately. Member Johnson has accepted a position out of state; and will be moving within the month. Mayor Resseman thanked Johnson for her dedication and commitment to the community by serving as a Council Member, the City's first female Mayor, as well as volunteering on the Ambulance crew for many years – noting that she will be missed. Member Harvey motioned to approve Resolution 2020-28. Member Bakke seconded the motion. Vote was done by roll call with all in favor. Motion carried.
6. **Resolution 2020-29 Appointing Council Member During a Vacancy:** Mayor Resseman noted that in previous times when there has been a vacancy, the previous election results have been used to help determine an appointee. Mayor Resseman then provided the 2018 election results, noting that Mr. Baker had declined an offer to fill the vacant seat. Ms. O'Neary was willing to fill the seat. For this reason, Mayor Resseman motioned to approve Resolution 2020-29 appointing Kate O'Neary as a Council Member to fulfill the vacant seat. The motion failed with no second. Discussion was had about the concern for transparency. Members felt that the vacancy should be advertised so that all members of the community were aware. Member Smith motioned that the vacancy be posted with a request for interested candidates to send a letter of interest to the City Office. Letters should be submitted no later than September 9<sup>th</sup>, with candidates to be reviewed at the October 5<sup>th</sup> meeting. Member Harvey seconded the motion. Members asked Member Dybing to remain through the September meeting, to which he did agree. Vote was done by roll call with all in favor. Motion carried.

**G. Miscellaneous:**

1. **Opioid Proof of Claim:** The City Attorney's office filed a claim on behalf of the City of Lanesboro for the Purdue Pharmacy litigations.

**Next Meeting: Tuesday, September 8<sup>th</sup>, 2020 at 6:00 p.m.**

**ADJOURN:** Member Harvey moved to adjourn at 7:31 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 8, 2020**  
**Meeting held via Zoom and at the Lanesboro Community Center Gymnasium**

**Present:** Jason Resseman and Tom Smith in person, Bridget Harvey and Chase Bakke via Zoom

**Absent:** Tom Dybing

**Visitors:** Bonita Underbakke, Michael Seiler, Lester & Dianne Dunn, Hannah Wingert, Pauline and Jereme Suckow, Darla Taylor, Brian Malm, Drue Ferguson, Andrzej Zalasinski, Chris Goodwin, John Dahle, Mitchel Walbridge, Michael Willford, Tom Peplinski, Stacy Schiltz, Liz Bucheit, Katie Glynn, Jereme VanMeter, Wyatt Seablom, Dee Slinde, Trish Capua, Pat Shanahan, Kate O'Neary, Hal Cropp, Lachelle and Robert Petzer, Steve Sobieniak, Vicky McKinney, Anne Flynn, Jon Buggs, Jim Watson, Bill ?, 507-273-7900, Chief Blaise Sass, Attorney Thomas Manion.

**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: Trail Easement to Continued Business item 2, Wastewater Treatment Facility; LMCIT Liability Coverage Waiver From and EDA Funds to Miscellaneous. Mayor Resseman also requested the Community Input item be removed from the agenda, as the Council had no intention of preventing music being played, however suggested that everyone be respectful of others. Member Smith seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.
- B. **Approval of Minutes:**
1. Minutes of the Regular Meeting, August 3, 2020: Member Harvey motioned to approve the minutes as submitted. Member Smith seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- C. **Consent Agenda:**
1. Accounts Payable
  2. Ordinance 30.111 City of Lanesboro Fee Schedule
  3. MMUA Safety Management Program
  4. SEMCAC Vendor Agreement
- Member Harvey motioned to approve the Consent Agenda as submitted. Member Smith seconded the motion. Member Smith suggested an increase to camping fees may be appropriate, the suggestion will be shared with the Park Board. Vote was done by roll-call with all members in favor. Motion carried.
- D. **Continued Business:**
1. Dam Project: Project Engineer Chris Goodwin provided the Council with an update noting that the major items on the complete, however some mechanical and electrical work is still to be completed.



- a) Request for Payment #3: Mayor Resseman motioned to approve Payment Request #3 for ICON Construction. Member Harvey seconded the motion. Vote was done by roll call with all in favor. Motion carried.
2. Wastewater Treatment Facility
  - a. Financing and Award Contract: City Engineer Brian Malm provided a review of the bids received as well as the financing options. Mayor Resseman motioned to table the discussion until after the next special session of the legislature. Member Smith seconded the motion. A special meeting of the City Council will be scheduled. Vote was done by roll call. Motion passed with all members in favor.
  - b. Trail Easement: Member Smith motioned to table the discussion until the special meeting. Mayor Resseman seconded the motion. Vote was done by roll call. Motion passed with all in favor.
3. COVID19 Response for Public Facilities Discussion – Mayor Resseman noted that this is an ongoing discussion item.
  - a. Community Center: Mayor Resseman motioned to keep the Community Center closed to private rentals through the end of 2020. Member Harvey seconded the motion. Member Smith inquired as to when the Library can be open back to regular hours, the discussion will be forwarded to the Library Board. Vote was done by roll call with all in favor. Motion carried.
  - b. CARES Act Funding: Mayor Resseman motioned to approve the recommendation from the EDA to grant \$6,750 to the two licensed daycare facilities in Lanesboro proportionally. Member Harvey seconded the motion. It was noted funds are allocated, with a reserve, further discussion will be continued as actual expenses come in. Vote was done by roll call with all in favor. Motion carried.
4. Fillmore Avenue N - One Way Consideration: Members noted they had driven the area and did not feel that there was a need for a one-way on this section of road. Member Harvey motioned to leave Fillmore Avenue N a two way street. Member Bakke seconded the motion. Vote was done by roll call with all in favor. Motion carried.

**E. New Business:**

1. 150th Celebration Banners: Member Smith motioned to advertise the banners being given away, and hold a drawing during the October 5th Council meeting to determine who the banners are given to. Member Harvey seconded the motion. Vote was done by roll call with all members in favor. Motion carried.
2. 2021 Budget: Administrator Peterson shared that the proposed levy is a three percent increase over this year's amount.
  - a. Resolution 2020-29 Approving Proposed 2021 Tax Levy: Member Harvey motioned to approve the resolution. Member Smith seconded the motion. Vote was done by roll call with all in favor. Motion carried.

**F. Miscellaneous:**

1. LMCIT-Liability Coverage Waiver Form: Member Smith motioned to approve the liability coverage waiver form. Member Harvey seconded the motion. Vote was done by roll call with all in favor. Motion carried.
2. EDA Funds: Mayor Resseman shared a recommendation from the Economic Development Authority to transfer the EDA small business loan funds from Merchants Bank to F&M Community Bank. Mayor Resseman motioned to approve the recommendation. Member Harvey

seconded the motion. Vote was done by roll call. Motion carried with Mayor Resseman and Members Bakke and Harvey voting in favor, Member Smith voted no.

3. Mayor Resseman thanked Tom Dybing for his work with the City Council.

**Next Meeting: Monday, October 5, 2020 at 6:00 p.m.**

**ADJOURN:** Member Smith moved to adjourn at 6:53 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, September 22, 2020 6:00 p.m.**  
**Lanesboro Community Center Meeting Room and Zoom**

**Present:** Jason Resseman, Tom Smith, Chase Bakke

**Absent:** Member Harvey

**Visitors:** Darla Taylor, Jerod Wagner, Mitchell Walbridge, and Tom Peplinski

**Call the Special Meeting to Order:** Mayor Resseman called the Special Meeting to order at 6:00 p.m.

**Agenda:** Member Smith motioned to approve the agenda as presented. Member Bakke seconded the motion. Motion carried with all in favor.

- A. **Wastewater Treatment Facility:** City Engineer Brian Malm and Mayor Resseman reviewed the process of this potential project as well as fees spent to date. Malm noted pros and cons of awarding the contract as well as waiting.
- a. **Financing and Award Contract:** Mayor Resseman motioned to follow option 1 as defined by the City Engineer, awarding the contract and moving forward with the project. Member Bakke seconded the motion. Mayor Resseman noted appreciation to the Legislature for advocating for a bonding bill. Vote was done by roll-call with all members in favor. Motion carried.
    - i. Resolution 2020-31: Mayor Resseman read Resolution 2020-31 aloud. Mayor Resseman motioned to approve the Resolution. Member Smith seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.
  - b. **Trail Easement:** Mayor Resseman read the Resolution 2020-30 approving the application for acquisition of easements from the Minnesota Department of Natural Resources associated with lands related to a trail connection to the Root River State Trail.

**Adjourn:** Member Smith motioned to adjourn the special meeting at 6:23 p.m. Mayor Resseman seconded the motion. Vote was done by roll-call with all in favor. Motion carried..

Respectfully submitted,

Michele Peterson  
City Administrator/Clerk

**Lanesboro City Council**  
**Regular Meeting**  
**Monday, October 5, 2020**  
**Meeting held via Zoom**

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

**Absent:** None

**Visitors:** Lester Dunn, Hannah Wingert, Darla Taylor, Brian Malm, Drue Ferguson, Andrzej Zalasinski, Chris Goodwin, John Dahle, Mitchel Walbridge, Pat Shanahan, Kate O'Neary, Robert Petzer, Steve Sobieniak, Anne Flynn, Bill ?, David Haugen, Deane Benson, Katen Heimdahl, Alissa Sindelar, Cathay Enerson, Kara Maloney, Joe Goetzke, Brooke Pfeffer, Attorney Joe O'Koren.

**Public Hearing:** Mayor Resseman opened the public hearing at 6:00 p.m., he shared the hearing was to hear input on a petition to vacate a portion of Fillmore Avenue North. Administrator Peterson noted receiving input that was shared via email with the Council opposing the vacation. No other input was received. 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 Harvey motioned to approve the agenda with the additions of: Resolution 2020-34 to New Business item 5 WWTF; Food Trucks, Banners, and Property Discussion to Miscellaneous, as well moving MHP to the November agenda. Member Bakke seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.

**B. Approval of Minutes:**

1. Minutes of the Regular Meeting, September 8, 2020: Member Bakke motioned to approve the minutes as submitted. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
2. Minutes of the Special Meeting, September 22, 2020: Member Bakke motioned to approve the minutes as submitted. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.

**C. Consent Agenda:**

1. Accounts Payable
2. Zoning Set-back Amendment - Dybing
3. 2021 Liquor Licenses

Mayor Resseman motioned to approve the Consent Agenda as submitted. Member Bakke seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.

**D. Committee Reports:**

- a. **EDA - Cathy Enerson:** Director Enerson introduced herself and provided a brief review of the EDA's goals and accomplishments.
  - i. **Lanesboro Entrepreneurial Action Network Resolution:** Member Smith motioned to approve the creation of the subgroup. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  - ii. **Stay Safe Resource Grant:** Member Harvey motioned to approve the \$10,000 grant funds from the Southern Minnesota Initiative Foundation for grants to businesses within the 55949 zip code for Personal Protective Equipment. Member Smith seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- b. **Public Works - Street Department:** David Haugen reported that the City had been awarded a safety grant through MN OSHA. Last fall the City had participated in a study for the effects of sweeping and the dust particles that the staff were subjected to. Through the grant the City has been able to purchase a sweeper attachment for the tractor, which provides an enclosure, so that staff members are protected from the dust particles. Haugen and Steve Majerus installed the unit and it is ready to go. A special thank you was shared to Haugen, Darla Taylor, and Mark Hottel with Minnesota Municipal Utilities Association for their work on applying for and receiving this grant funding.
- c. **Library:**
  - i. **Member Resignation:** Member Smith motioned to approve the resignation from the Board for Nancy Martinson. Mayor Resseman seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  - ii. **Resolution 2020-32 Accepting a Donation:** Member Harvey motioned to accept the \$1500 donation from the Friends of the Library. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- d. **Ambulance:**
  - i. **Consortium Training Pay:** Director Benson requested that the pay for the five consortium training nights in a year be increased from \$10 to \$20 for volunteers. Mayor Resseman motioned to approve the request. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  - ii. **Donation:** Director Benson also noted that a donation in the amount of \$1300 was received by the Ambulance Association from Cheryl's Apparel.

**E. Continued Business:**

- a. **Dam Project:** Engineer Chris Goodwin noted that much of the construction is now complete, however the City staff did notice that the bar screen was hitting the gate structure and therefore adjustments will need to be made. Goodwin also noted that the video of the construction process is now complete, and will be shared with the City. Mayor Resseman then thanked Ayers Associates and ICON Construction for their work on the Dam Renovation project.
  - i. **Change Order #6:** Member Smith motioned to table the discussion. Mayor Resseman seconded the motion. Discussion was had regarding the breakdown of costs, which was not available. Council also discussed having the City staff take a look at installing the steps and the gate themselves. Vote was done by roll-call with all in favor. Motion carried.
  - ii. **Amendment to Agreement:** Mayor Resseman motioned to table the request until the final invoices for the project have been received and the overall budget for the project can be analyzed. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.

- b. **Council Member Appointment:** Mayor Resseman noted that two letters of interest had been received by the deadline posted for remittance. Member Harvey motioned to appoint Mindy Albrecht-Benson to the vacant Council seat with the term expiring 2022. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- c. **COVID19 Response:**
  - i. **Public Facility - School Events:** Mayor Resseman motioned to follow the guidance from the State High School League and not to allow any non essential visitors to the Volleyball games in the gymnasium. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  - ii. **Funding Disbursement Allocation:** No further updates at this time, the Daycare facilities have been notified of the grant opportunity. Discussion to be continued.

**F. New Business:**

- a. **Sylvan Brewery - Use of Public Right of Way, Five Parking spaces:** Member Harvey motioned to allow the use of five parking spaces during the month of October to allow for additional seating options to ensure proper distancing. Member Bakke seconded the motion. Vote was done by roll-call with Mayor Resseman and Members Harvey and Bakke voting in favor, Member Smith voted no. Motion carried.
- b. **92.18 Suggested Amendment:** Administrator Peterson noted that a suggestion was received to amend the noise ordinance to reflect a requirement for decibel level enforcement. The Lanesboro City Attorney was requested to review the amendment and offer an opinion to the Council. Attorney O’Koren stated the amendment was not recommended and noted concern for other events such as Buffalo Bill Days. Chief Sass also did not recommend the amendment and voiced concern for equipment that would need to be purchased in order to enforce the ordinance. No further action was taken.
- c. **Vacation of Fillmore Avenue North - Resolution 2020-33:** Mayor Resseman reviewed the petition for the request. Kate O’Neary stated her opposition to the vacation request. Member Smith motioned to not vacate a portion of Fillmore Avenue North. Member Bakke seconded the motion. Vote was done by roll call with all in favor. Motion carried.
- d. **Rural Taxing District:** Mayor Resseman provided the background, noting the desire to create a rural taxing district for those properties without access to all services. Member Smith noted concern for the properties that have access, although are not using the services. A hearing will be held next month, with discussion to follow during the November meeting.
- e. **WWTF Bolton & Menk:**
  - i. **Work Order:** Brian Malm noted that this is a work order to cover the construction portion of the engineering fees associated with the project. Member Harvey motioned to approve. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  - ii. **Resolution 2020-34:** Mayor Resseman read the resolution committing to certain financial obligations in conjunction with federal and state funding for the 2020 Wastewater Treatment Plant Project. Mayor Resseman motioned to approve the resolution 2020-34. Member Harvey seconded the motion. Vote was done by roll-call with Mayor Resseman and Members Bakke and Harvey in favor, Member Smith voted no. Motion carried.

**G. Miscellaneous:**

- a. **Street Closure Request:** Pat Shanahan requested the closure of Coffee Street East on October 17th for an all day music performance. Social distancing would be encouraged, with pool noodles given out to space people apart, as well as providing a large gathering space, and no

touch surfaces. Member Harvey motioned to not support the event and not approve the street closing. Mayor Resseman seconded the motion. Discussion was had that all other events in town had been cancelled so far this year due to the pandemic. Due to the infection rate rising the Council felt they should continue following the precedent. Vote was done by roll-call with all in favor. Motion carried.

- b. Food Trucks:** Member Harvey noted that she had received requests to allow food trucks in town. Harvey will reach out to other communities for input, and share this information with the Planning & Zoning Commission for their review.
- c. Banners:** Member Bakke motioned to approve the 15 banners from the 150th celebration be given out to the community members that expressed interest, with one per household. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- d. Property Discussion:** A property previously considered for the Ambulance department was recently listed for sale. Council members expressed desire to discuss the option to purchase the property. Mayor Resseman state that the meeting would be closed to the public for the consideration for the purchase of property: Closed Meeting: Consider offers for the purchase of real property pursuant to Minnesota Statute 13D.05, Subd. 3 (b)(3). Parcel ID 190289000 at 7:24 p.m. Member Bakke motioned to reopen the meeting to the public at 7:44 p.m. Mayor Resseman seconded the motion. Vote was done by roll-call with all in favor. Motion carried. No action was taken.

**Next Meeting: Monday, November 2, 2020 at 6:00 p.m.**

**ADJOURN:** Member Harvey moved to adjourn at 7:46 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 2, 2020**  
**Meeting held via Zoom**

**Present:** Jason Resseman, Tom Smith, Mindy Albrecht-Benson, and Chase Bakke

**Absent:** Bridget Harvey

**Visitors:** Phil and Chlorees Haug, Greg Schieber, Brooke Kimball, Roxanne Johnson, John Dahle, Lester Dunn, Drue Ferguson, Darla Taylor, Hannah Wingert, Joe Klomps, Mitchell Walbridge, Ron Amdahl, Bill Grinland, Joe Goetzke, Alissa Sindelar, Sheila Goetzke, Brian Malm, and Officer Gideon Purdoehl.

**2021 Budget Workshop** - Council Members discussed the following points:

- Benefit for not taking health insurance should be zeroed out over the next four years. Reduce the amount for 2021 to \$400
- Increase family health insurance coverage to \$1010, and single family coverage to \$885
- Lower Professional fees in the Administrative department to \$4,000
- Request that the Library keep the Levy portion the same as 2020 figures
- Consider a 1.5% increase in wages for cost of living
- Move \$2500 in Trees from the Street department and move to the Park
- Recommend CEDA contract for \$13,390 for 2021

Workshop was closed at 5:34 p.m.

**Public Hearing - Vacation of a Portion of Fillmore Avenue N (5:45 p.m.):** Attorney Greg Scheiber reviewed the background for the request to vacate a portion of the street. The request is being made in an effort to correct property lines and the title for the property. No additional comments were made. Public Hearing was closed at 5:47 p.m.

**Public Hearing - Rural Taxing District (6:00 p.m.):** No comments were presented. The hearing was closed at 6:01 p.m.

**Regular Meeting:**

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

- A. **Agenda:** Member Bakke motioned to approve the agenda with the additions of: Election Judge, Ambulance Driver, and CEDA Contract to Miscellaneous. Member Albrecht-Benson seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.

**B. Approval of Minutes:**



1. Minutes of the Regular Meeting, October 5, 2020: Member Bakke motioned to approve the minutes . Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.

**C. Consent Agenda:**

1. Accounts Payable
2. Resolution 2020-35 Appointing a Council Member

Mayor Resseman motioned to approve the Consent Agenda as submitted. Member Bakke seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.

**D. New Business:**

- a. **Vacation of a Portion of Fillmore Avenue N:** Mayor Resseman motioned to approve the resolution 2020-33 to vacate a portion of Fillmore Avenue N. Member Bakke seconded the motion. Vote was done by roll-call with all in favor.

**E. Reports:**

- a. **Mike Bubany - Capital Improvement Update:** Bubany presented an overview of the impact the Wastewater Treatment Facility and future Hwy 250 Renovation Project will have on the community. He recommended one large increase in sewer rates, rather than spread over the next two years. Bubany also recommended that small increases be made to electric and water rates in preparation for the Hwy 250 Project in 2026.

Mayor Resseman explained that the Council would not be discussing the Rural Taxing District, to allow for more time to work with the Fillmore County Auditor's Office to ensure that the district is created correctly.

**F. Continued Business:**

- a. **Dam Project:** Member Resseman moved to approve Change Order No. 6 in the amount of \$2,250 for the installation of steps. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- b. **COVID19 Response:**
  - i. **Public Facility:** Discussion was had regarding opening the Community Center for rentals beginning in January of 2021. Discussion to be continued.
  - ii. **Funding Disbursement Allocation:** To date \$30,097.67 has been disbursed from the CARES Act Funding. An additional amount of \$22,582.32 is allocated. Currently there is \$4,880 not spoken for. Spends must be spent by November 15th.

**G. New Business:**

- a. **Board and Commission Member Terms:** Administrator Peterson noted that notice has been posted about board and commission member openings. Interested individuals should contact the City Office. Appointments will be reviewed at the December City Council meeting.

**H. Miscellaneous:**

- a. **Ambulance Driver:** Mayor Resseman motioned to appoint Jon Buggs to the Ambulance as a Driver. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- b. **Election Judge:** Member Bakke motioned to appoint Mindy Albrecht-Benson as an election judge for the general election. Mayor Resseman seconded the motion. Vote was done by roll-call with all in favor. Motion carried.

- c. **CEDA Contract:** Mayor Resseman motioned to approve the contract with CEDA in the amount of \$13,390 for 2021. Member Smith seconded the motion. Vote was done by roll-call with all in favor. Motion carried.

**Next Meeting: Monday, December 7, 2020 at 6:00 p.m.**

**ADJOURN:** Member Albrecht-Benson moved to adjourn at 6:48 p.m. Motion seconded by Member Bakke. Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson  
City Administrator/Clerk

**Lanesboro City Council  
Canvassing Board Special Meeting  
Friday, November 13, 2020 8:30 a.m.  
Lanesboro Community Center Meeting Room and Zoom**

**Present:** Jason Resseman, Tom Smith, Chase Bakke, Bridget Harvey, and Mindy Albrecht-Benson

**Absent:** None

**Visitors:** Darla Taylor

**Call the Special Meeting to Order:** Mayor Resseman called the Special Meeting to order at 8:30 a.m.

**Agenda:** Member Harvey motioned to approve the agenda as presented. Member Bakke seconded the motion. Vote was done by roll call .all in favor. Motion carried.

- A. **Resolution 2020-36:** Mayor Resseman reviewed the 2020 General Election results. Member Smith motioned to approve Resolution 2020-36 certifying the November 3rd, 2020 election. Member Harvey seconded the motion. Vote was done by roll call with all in favor. Motion carried.

**Adjourn:** Member Harvey motioned to adjourn the special meeting at 8:32 a.m. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried..

Respectfully submitted,

Michele Peterson  
City Administrator/Clerk

**Lanesboro City Council**  
**Canvassing Board Special Meeting**  
**Thursday, November 19, 2020 8:30 a.m.**  
**Zoom**

**Present:** Jason Resseman, Tom Smith, Chase Bakke, and [Mindy Albrecht-Benson](#)

**Absent:** Bridget Harvey

**Visitors:** Joe Goetzke

**Call the Special Meeting to Order:** Mayor Resseman called the Special Meeting to order at 8:30 a.m.

Agenda: Member Bakke motioned to approve the agenda as presented. Member Smith seconded the motion. Vote was done by roll call .all in favor. Motion carried.

- A. **Master Installment Purchase Agreement:** Mayor Resseman reviewed the Purchase Agreement terms with Mercedes-Benz Financial Services. Member Bakke motioned to approve the agreement as presented. Member Albrecht-Benson seconded the motion. Vote was done by roll call with all in favor. Motion carried.

**Adjourn:** Member Smith motioned to adjourn the special meeting at 8:33 a.m. Member Albrecht-Benson seconded the motion. Vote was done by roll-call with all in favor. Motion carried..

Respectfully submitted,

Michele Peterson  
City Administrator/Clerk

**Lanesboro City Council**  
**Regular Meeting**  
**Monday, December 7, 2020**  
**Meeting held via Zoom**

**Present:** Jason Resseman, Tom Smith, Mindy Albrecht-Benson, Bridget Harvey, and Chase Bakke

**Absent:** None

**Visitors:** Kathleen Wold, Stacey Schultz, Tara Johnson, John Dahle, Pauline Suckow, Lester Dunn, Joe Goetzke , Mitchell Walbridge , Darla Taylor , Hannah Wingert, Drue Ferguson, Andrzej Zalasinski, Ceil Allen, Chris Goodwin, Joe O'Koren

**2021 Budget Workshop (5:00 p.m.)** - Council Members discussed the following points:

- Ambulance Department - No change to the budget presented.
- Fire Department - Adjust the following: \$1500 to Small Tools, \$4500 to Vehicle Replacement, remove \$5,000 from facility.
- Library - Adjust Books and movies by -\$1500, and Audios by -\$100.

Workshop was closed at 5:40 p.m.

**Truth in Taxation Hearing (6:00 p.m.)**: Property owner Ceil Allen questioned the Homestead Exclusion amount variation. Member Smith noted that as the property value goes up, the Homestead Exclusion amount goes down. With no other comments the hearing was closed at 6:04 p.m.

**Regular Meeting:**

Mayor Resseman called the Regular Meeting to order at 6:04 p.m.

- A. **Agenda:** Member Harvey motioned to approve the agenda with the additions of: Resolution 2020-42, Fire Department Appointment, and DNR License to Regular Business. Member Bakke seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.
- B. **Approval of Minutes:**
1. Minutes of the Regular Meeting, November 2, 2020: Member Harvey motioned to approve the minutes . Mayor Resseman seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  2. Minutes of the Special Meeting, November 13, 2020: Member Harvey motioned to approve the minutes . Member Albrecht-Benson seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  3. Minutes of the Special Meeting, November 19, 2020: Member Albrecht-Benson motioned to approve the minutes . Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.

**C. Consent Agenda:**

1. Accounts Payable
2. Meeting Schedule for 2021
3. Resolution 2020-38 Reestablishing Precincts and Polling Places
4. Resolution 2020-37 Appointing Library Board Members
5. Ambulance Service Billing Agreement - Expert T Billing
6. Business Associate Agreement, HIPAA - Expert T Billing
7. Wayfinding Sign Agreement with Sons of Norway
8. REsolution 2020-41 Agreement to maintain Transportation Alternative Funds

Mayor Resseman motioned to approve the Consent Agenda as submitted. Member Bakke seconded the motion. Vote was done by roll-call with all members in favor. Motion carried.

Mayor Resseman noted appreciation for Member Harvey's four years on the City Council, as well as Member Smith's eight years on Council.

**D. Continued Business:**

- a. **Dam Project:** Project Engineer Chris Goodwin noted that the project is substantially complete. There is currently one more sensor to install. The timelapse video should be complete and shared with the City by the end of the year. Member Harvey motioned to approve pay request #4 in the amount of \$134,193.75. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- b. **COVID19 Response:**
  - i. **Public Facility:** Mayor Resseman motioned to continue closure of the Community Center Building for rentals through the end of 2020. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  - ii. **Funding Disbursement Allocation:** Funding disbursement has been finalized, with a final report being submitted to the State, as well as approximately \$1500 being transferred to Fillmore County.

**E. New Business:**

- a. **Board and Commission Member Appointments:**
  - i. **Park Board:** Mayor Resseman motioned to reappoint Brenda Semmen, Teri Benson, and Rick Darling to the Park Board for three year terms. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  - ii. **Heritage Preservation:** Member Harvey motioned to reappoint Ceil Allen and Jason Resseman to the Heritage Preservation Commission for two year terms. Member Albrecht-Benson seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  - iii. **Planning & Zoning:** Mayor Resseman motioned to reappoint Michael Seiler to the Zoning Commission for a three year term. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried. Members announced that a second seat on the commission is in need of being filled.
  - iv. **Public Utilities:** Mayor Resseman motioned to reappoint Jon Pieper for a three year term to the Public Utility Commission. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
  - v. **Economic Development:** A Council member appointment will be made in January with the new Council members in place.

**b. Public Utilities**

- i. Ordinance 54.06 2021:** Mayor Resseman motioned to approve ordinance 54.06 effective January 1, 2021. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- ii. 2021 Budget:** Member Smith motioned to approve the 2021 Lanesboro Public Utilities Budget to include the \$10,000 funding for the Economic Development Authority. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- c. Resolution 2020-40 Certifying Final Tax Levy:** Administrator Peterson read the final Levy amounts listed on the resolution. Member Harvey motioned to approve resolution 2020-40. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- d. Resolution 2020-39 Designating the planting of certain coniferous vegetation on City owned Property:** Mayor Resseman introduced the resolution noting the importance of diversity in the planting of trees. Mayor Resseman motioned to approve resolution 2020-39. Member Smith seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- e. Boulevard Trees:** Mayor Resseman introduced the discussion regarding a potential cost share for home owners with the City for replacement of Boulevard Trees. Discussion to be continued.
- f. Ordinance 93.033 Review:** Member Harvey motioned to extend the ordinance through the calendar year 2021. Member Smith seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- g. Ordinance 92.18 Review:** Discussion was had regarding the time limits for the noise section of the ordinance. Member Harvey motioned to table the discussion. Member Albrecht-Benson seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- h. Resolution 2020-42 General Obligation Sewer Note of 2020:** Mayor Resseman motioned to approve resolution 2020-42. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- i. Appointing Fire Volunteer:** Member Bakke motioned to appoint Matt Lawstuen to the Fire Department. Member Harvey seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- j. License to cross DNR owned land:** Mayor Resseman motioned to approve the license to cross DNR owned lands for the Wastewater Treatment Facility project. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried.
- k. Staff Annual Reviews: Closed Meeting,** Pursuant to Minnesota Statute 13D.05 subdivision 3 (a) this portion of 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 6:47 p.m. The meeting was reopened to the public at 6:58 p.m. Member Harvey motioned to appoint David Haugen to Maintenance Supervisor with a salary of \$23.16 per hour. Member Albrecht-Benson seconded the motion. Vote was done by roll-call with all in favor. Motion carried.

**Next Meeting: Monday, January 4, 2020 at 6:00 p.m.**

**ADJOURN:** Member Harvey moved to adjourn at 7:00 p.m. Motion seconded by Member Albrecht-Benson. Motion Carried all in favor.

Respectfully Submitted,  
Michele Peterson  
City Administrator/Clerk

**Lanesboro City Council**  
**Special Meeting**  
**Tuesday, December 29, 2020 9:00 a.m.**  
**Zoom**

**Present:** Jason Resseman, Tom Smith, Chase Bakke, Mindy Albrecht-Benson

**Absent:** Bridget Harvey

**Visitors:** Darla Taylor, Joe Goetzke , and John Dahle

**Call the Special Meeting to Order:** Mayor Resseman called the Special Meeting to order at 9:00 a.m.

Agenda: Member Bakke motioned to approve the agenda as presented. Mayor Resseman seconded the motion. Vote was done by roll call with all in favor. Motion carried.

- A. **Notice of Resignation:** Member Smith motioned to accept the resignation of Steve Majerus. Member Albrecht-Benson seconded the motion. Vote was done by roll call with all in favor. Motion carried. Mayor Resseman shared appreciation for the contributions that Steve Majerus made to the City, and a job well done.
- B. **Maintenance Worker Position Posting:** Administrator Peterson shared the position description and brought forward the idea of considering hiring for the Park position at the same time. Mayor Resseman motioned to open and post the two maintenance positions. Member Bakke seconded the motion. Discussion was had regarding training as well as timeline. It was noted that new employees would not start until mid February at the earliest, so the concern for the budget was minimal. Vote was done by roll call with all in favor. Motion carried. Administrator Peterson suggested that the pay should be at a grade 3 for a range of \$16.20 to \$22.66. Mayor Resseman motioned to approve a pay grade 3. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried. Mayor Resseman also discussed the option of new employees volunteering with the Ambulance as a way to earn additional wages. The interview panel will consist of Administrator Peterson, David Haugen, as well as two Council members to be decided in January. Additionally a member of the Park Board will also be considered for the panel.

**Adjourn:** Mayor Resseman motioned to adjourn the special meeting at 9:18 a.m. Member Bakke seconded the motion. Vote was done by roll-call with all in favor. Motion carried..

Respectfully submitted,

Michele Peterson  
City Administrator/Clerk