

**Lanesboro City Council
Regular Meeting
Monday, February 5, 2024 – 6:00 p.m.
Lanesboro Community Center Meeting Room & Zoom**

Present:

Members: X Jason Resseman X Chase Bakke X Joe Goetzke
 X Mindy Albrecht-Benson X Kathryn Wade
Staff: X Mitchell Walbridge X Darla Taylor X David Haugen
 Mark Lawstuen Jerod Wagner X Tara Johnson
 X Joseph O’Koren

Guests: Bonita Underbakke, Delia Bell, John Nicol, Ana Loney, Dale Forrester, Pat Gemlo, Brooke Pfeffer, Gene Bergstrom, Renee Bergstrom, Jon Buggs, Shirley Mulder, Sandra Webb, Ceil Allen, Hannah Wingert, Elizabeth Mitchell, Kristin Coplin, Scott Taylor, Tom Brudvig, Carol Andersen, Lester Dunn, Emily Moore, Vicky Torkelson, Cheryl Lamon, Joe Deden, Betsy Holbrook, Mary Bell

Member Albrecht Benson participated via Zoom from Gulf Dunes 412, 376 Santa Rosa Blvd., Fort Walton Beach, Florida.

Regular Meeting

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

A. Agenda: City Administrator Walbridge requested additions to the agenda:

- Resolution 2024-14 Appointing Lanesboro Precinct Election Judges for the Minnesota Presidential Nomination Primary (PNP) Election of March 5, 2024, to be added to the Consent Agenda.
- Chamber of Commerce LACF Grant Fiscal Agent Request to be added to New Business
- Public Safety Aid Funding Request to be added to New Business

Member Bakke entered a motion to approve the meeting agenda with the additions; Member Wade seconded the motion. Motion carried with all in favor via a roll call vote.

B. Public Comments:

- a. Ana Loney spoke on behalf of the Friends of the Lanesboro Library. Comments were shared on why individuals enjoy the Lanesboro Public Library. Loney referenced a recent *Fillmore County Journal* article regarding public libraries.
- b. Jon Buggs shared comments from the January 17 Library Board meeting. Buggs addressed the council regarding the city council’s appointment of a city council member to the library board.
- c. Scott Taylor shared comments regarding the Filthy 50 street closure request that was tabled at the January meeting. Taylor encouraged the council to reconsider the street closure application at the meeting.
- d. Vicki Torkelson commented on the personal importance of the public library. Torkelson also shared that as a bed and breakfast owner the Filthy 50 brought business into her B&B.

C. Approval of Minutes:

- a. Minutes of the January 2, 2024, Regular Meeting

Member Goetzke entered a motion to approve the minutes as presented; Member Bakke seconded the motion. Motion carried with all in favor via a roll call vote.

D. Consent Agenda:

- a. Accounts Payable
- b. 2024 Lodging Licenses
- c. Resolution 2024-13: Resolution Appointing Lanesboro Precinct Election Judges for the Minnesota Presidential Nomination Primary (PNP) of March 5, 2024
- d. 2023 Audit Engagement – Smith Schafer

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- e. Resolution 2024-14: Resolution Authorizing the Submittal of the USDA Rural Business Enterprise Grant on Behalf of the Lanesboro Economic Development Authority

Agenda Requests:

- A. Sandra Webb shared information with the city council members regarding domestic violence and its prevalence in the state and region. Webb requested the city assist in sharing assistance resources for victims of domestic violence by having staff place informational signs in the city's public restrooms. Member Resseman entered a motion to have city staff facilitate the posting of the informational signage in the city's public restrooms; Member Bakke seconded the motion. Motion carried with all in favor via a roll call vote.

Department Reports:

- A. **Lanesboro Public Utilities:** Member Albrecht-Benson shared information from recent Lanesboro Public Utility Commission meetings:
 - a. Summary of the recent public utilities budget approval as well as the 2024 rate increases.
 - b. The wastewater treatment facility continues to be closely monitored by staff in the late stages of the start-up phase of the project.
 - c. City administration is working on launching the new e-billing platform with the goal of go-live in March 2024.
 - d. Electric meter replacement is underway.
- B. **Planning and Zoning:** Member Resseman shared information from recent Planning and Zoning Commission meetings:
 - a. The commission recommended a development agreement amendment with Sparrow Valley Properties to accommodate the project completion schedule.
 - b. Driftless Trading Post is working with the Planning and Zoning Commission to relocate its operations with proper ordinance compliance and permitting.
 - c. Use of street-level space in the downtown commercial district was discussed at the January Planning and Zoning Commission meeting. The commission passed a recommendation that the city's ordinances and policies be evaluated and assess how short-term rentals may be regulated within the city. Member Resseman requested the business item be added to the city council's March meeting agenda.
- C. **Heritage Preservation:** Member Albrecht-Benson shared information from recent Heritage Preservation Commission meetings:
 - a. The commission continues to work on local historic designations for the St. Patrick Catholic Church, Bethlehem Lutheran Church, and the former Lanesboro School building.
 - b. Hotel Lanesboro submitted plans for exterior improvements to the commission. The commission is reviewing the plans and will meet with the owners of Hotel Lanesboro at its February 12 meeting.
 - c. The former Parkway Market building is under new ownership and the commission approved exterior renovation plans.
 - d. The commission is working with Zach Lind, Driftless Trading Post, on the relocation to 105-3/4 Parkway Avenue North. Final plans will be reviewed when submitted by Lind.
 - e. The commission changed its meeting schedule from quarterly to monthly. The commission meetings will take place on the second Monday of the month at 5:00 p.m.
- D. **Library:** Library Director Tara Johnson shared statistics on library operations from the year 2023.

New Business:

- A. **Sparrow Valley Development Agreement Amendment:** Administrator Walbridge shared that per the current Development Agreement, the Sparrow Valley Properties, LLC project at 505 Parkway Avenue South had a project deadline of December 31, 2023. The proposed amendment to the agreement would extend the project deadline to May 31, 2024. Member Resseman questioned if a grading plan had been

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submitted for the project. Administrator Walbridge confirmed no grading plan had been submitted from Sparrow Valley Properties, LLC. Member Goetzke entered a motion to approve the Development Agreement amendment contingent upon payment from the developer for the legal fees associated with the drafting of the amendment; Member Wade seconded the motion. Motion carried with all in favor via roll call vote.

- B. **Application for Simple Lot Split:** The Planning and Zoning Commission recommended approval of a Simple Lot Split Application for Parcel ID #190136000, the property at 401 Dupont Street. Member Albrecht-Benson questioned whether utility access would be available for the new parcel. Member Goetzke entered a motion to approve the simple lot split application; Member Bakke seconded the motion. Motion carried with all in favor via a roll call vote.
- C. **Fire Tanker Quotes:** David Haugen spoke to the council regarding replacement recommendations for the fire department's 1999 Sterling Tanker. Haugen presented quotes to remove the tank and body from the current chassis and install them onto a new chassis. All lighting, emergency and DOT, would be upgraded to LED. The old pump would be removed, and a new one installed in the L1 compartment. An on-spot tire chain system would be installed onto the new chassis. The drop tank storage would be upgraded to an electric drop-down system. Haugen stated the truck would undergo a checklist inspection once the work is completed. The 2025 model will take several months to be delivered and additional months would be needed for the labor to be completed. Administrator Walbridge answered questions regarding the funds available for the truck, and Walbridge recommended the expense be split between the Vehicle Replacement Fund and the Fire Equipment Fund. Walbridge stated he would communicate with the fire chief to determine the amount to draw from the two city funds. Member Wade entered a motion to accept the proposal to rebuild the tanker using funds recommended by the city administrator; Member Goetzke seconded the motion. Motion carried with all in favor via a roll call vote.
- D. **Chamber of Commerce LACF Grant Fiscal Agent Request:** The Lanesboro Area Chamber of Commerce intends to submit a grant application to the Lanesboro Area Community Foundation but needs a fiscal agent. Administrator Walbridge recommended approval of the Chamber's request to have the City act as the Chamber's fiscal agent for the grant. Member Bakke entered a motion to approve the city acting as the Chamber of Commerce's fiscal agent; Member Resseman seconded the motion. Motion carried via roll call vote with Members Bakke, Wade, Albrecht-Benson, and Resseman voting in favor. Member Goetzke abstained.
- E. **Public Safety Aid Funding Request:** Member Resseman stated that this item would be moved to Miscellaneous later in the meeting to allow Police Chief Sass to arrive at the meeting.

Continued Business:

- A. **AT&T Lease Agreement:** AT&T submitted a lease term change document to the City of Lanesboro in Fall 2023. After having Attorney O'Koren and Brian Malm, Bolton and Menk, review the proposal from AT&T, it was concluded that the terms change not be adopted due to change in the payment schedule and language to be developed for a counterproposal. Administrator Walbridge explained that the City could have a counterproposal ready as AT&T has submitted a term change once every 1-2 years. Member Resseman entered a motion to keep the lease agreement in its current version; Member Wade seconded the motion. Motion carried with all in favor via roll call vote.
- B. **Former Employee Grievance Letter:** Mayor Resseman stated that the committee looking into the grievance is continuing its work and no action was needed this day.

Mayor Resseman put the meeting in recess at 6:49 p.m.

Mayor Resseman put the meeting back in session at 6:55 p.m.

Miscellaneous:

- A. **Public Safety Aid Funding Request:** Administrator Walbridge shared background information on the one-time Public Safety Funding received from the state. The City of Lanesboro received \$31,638.00 to put towards public safety purposes. The City of Preston, who the City of Lanesboro contacts with for

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police services, is requesting 50% of Lanesboro's funding be put towards police equipment upgrades. Member Resseman stated it would be best to have Chief Sass present at the March meeting for further discussion. Member Resseman also requested to get a proposal from the Lanesboro Fire Department on how they may want to utilize some of the Public Safety Aid funding. Member Resseman entered a motion to table the business item to the March 2024 meeting; Member Goetzke seconded the motion. Motion carried with all in favor via a roll call vote.

Next Meeting: Monday, March 4, 2024, at 6:00 p.m.

Mayor Resseman adjourned the meeting at 7:00 p.m.

Respectfully submitted,

Mitchell Walbridge
City Administrator/Clerk