Minutes, Regular Meeting
City Council, City of La Crescent, Minnesota
July 27, 2026

Call to Order
MINUTES, REGULAR MEETING

CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
JULY 27, 2026

Pursuant to due call and notice thereof, the second meeting of the City Council of the City of La Crescent for the month of July was called to order by Mayor Mike Poellinger at 5:00 PM in the La Crescent Community Building, La Crescent, Minnesota, on Monday, July 27, 2026.

Upon a roll call taken and tallied by the City Clerk, the following members were present: Members Cherryl Jostad, Chris Langen, Teresa O'Donnell-Ebner, Dale Williams, and Mayor Mike Poellinger. Members absent: None. Also present were, City Administrator Cassie Hanan, Public Works Director Tyler Benish, City Attorney Skip Wieser, Finance Director Kara Tarrence, Sustainability Coordinator Jason Ludwigson, Community Development Coordinator Larry Kirch, and City Clerk Angie Boettcher.

Pledge of Allegiance

Roll Call

Action to Change Agenda

1. Consent Agenda

All items listed under the consent agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

At this time, the Mayor read the following items to be considered as part of the Consent Agenda for this regular meeting:

1. MINUTES – JULY 13, 2026
2. BILLS PAYABLE THROUGH – JULY 24, 2026
3. CASH BALANCE/ACTIVITY REPORT – JUNE 2026
4. LIBRARY REPORT – JUNE 2026
5. LOW POTENCY HEMP RETAIL LICENSES
6. DONATION RESOLUTION

At the conclusion of the reading of the Consent Agenda, Mayor Poellinger asked if the Council wished to have any of the items removed from the Consent Agenda for further discussion.

Member Langen made a motion, seconded by Member O'Donnell-Ebner, as follows:

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad Yes
Chris Langen Yes
Teresa O'Donnell-Ebner Yes
Dale Williams Yes
Mayor Poellinger Yes

and none voted against the same. The motion was declared duly carried.

1.1 Minutes- July 13, 2026

1.2 Bills Payable Through July 24, 2026

1.3 Cash Balance/Activity Report- June 2026

1.4 Library Report- June 2026

1.5 Low Potency Hemp Retail Licenses

1.6 Donation Resolution

2. Public Hearing/Meeting

3. Items for Consideration

3.1 Consideration of the City of La Crescent Sustainability and Resilience Plan

City resident Greg Husmann had an agenda request and addressed City Council regarding the Sustainability Resilience Plan.

At the July 13, 2026, City Council meeting, City Council reviewed the draft Sustainability Resilience Plan. Following that meeting recommended updates were made to the plan. Sustainability Coordinator Jason Ludwigson reviewed the updated La Crescent Sustainability and Resilience Plan with City Council. It was recommended that City Council approve the plan. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE UPDATED LA CRESCENT SUSTAINABILITY AND RESILIENCE PLAN AS PRESENTED.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Teresa O'Donnell-Ebner Yes
Dale Williams Yes

Mayor Poellinger Yes

and Members Jostad and Langen voted against the same. The motion was declared duly carried by a 3-2 vote.

3.2 Request to MnDOT District 6 for Corridor Study

Community Development Director Larry Kirch reviewed with City Council a letter to the MnDOT District 6 Director requesting that MnDOT work with the City and others on a corridor study from I-90 to Miller's Corner along U.S. Highways 14/61 and Minnesota State Highway 16. The purpose of the corridor study was outlined in the letter. The letter was drafted by Community Development Director Larry Kirch and then reviewed and approved by LAPC Director Bob Gollnick, City Engineer Tim Hruska, City Administrator Cassie Hanan, Public Works Director Tyler Benish, and Sustainability Coordinator Jason Ludwigson. City staff is requesting authorization from City Council for the Mayor to sign the letter to initiate the request. Following discussion, Member Williams made a motion, seconded by Member Langen as follows:

MOTION TO AUTHORIZE MAYOR POELLINGER TO SIGN THE LETTER TO THE MNDOT DISTRICT 6 DIRECTOR REQUESTING THAT MNDOT WORK WITH THE CITY AND OTHERS ON A CORRIDOR STUDY FROM I-90 TO MILLER'S CORNER ALONG U.S. HIGHWAYS 14/61 AND MINNESOTA STATE HIGHWAY 16.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad Yes
Chris Langen Yes
Teresa O'Donnell-Ebner Yes
Dale Williams Yes
Mayor Poellinger Yes

and none voted against the same. The motion was declared duly carried.

3.3 Personnel Committee Recommendations

The Personnel Committee had the following recommendations for consideration by the City Council:

1. On August 12, 2026, Dan Buchholz will have completed his 120-day probationary period as a golf course employee. The Personnel Committee is recommending that effective August 12, 2026, Mr. Buchholz's probationary status be removed and that he be moved to permanent employee status. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Langen as follows:

MOTION THAT EFFECTIVE AUGUST 12, 2026, DAN BUCHHOLZ'S PROBATIONARY STATUS AS LEAD WORKER AT THE GOLF COURSE BE REMOVED AND THAT MR. BUCHHOLZ BE

CONSIDERED A PERMANENT CITY OF LA CRESCENT EMPLOYEE.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad Yes
Chris Langen Yes
Teresa O'Donnell-Ebner Yes
Dale Williams Yes
Mayor Poellinger Yes

and none voted against the same. The motion was declared duly carried.

2. The Personnel Committee is recommending that a Conditional Offer of Employment be approved for April Stone as a Peace Officer. Ms. Stone will start at Step 2 of the current LELS Union contract as a lateral entry peace officer candidate and pursuant to the terms and conditions of the LELS Union contract, Ms. Stone will serve a twelve-month probation period. A letter of recommendation addressed to the Personnel Committee from Chief Ahlschlager was included in the packet. Following discussion, Member Williams made a motion, seconded by Member Jostad as follows:

MOTION TO APPROVE A CONDITIONAL OFFER OF EMPLOYMENT FOR APRIL STONE AT STEP 2 OF THE CURRENT LELS UNION CONTRACT AS A LATERAL ENTRY PEACE OFFICER CANDIDATE WITH MS. STONE SERVING A TWELVE-MONTH PROBATIONARY PERIOD PURSUANT TO THE TERMS AND CONDITIONS OF THE LELS UNION CONTRACT.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad Yes
Chris Langen Yes
Teresa O'Donnell-Ebner Yes
Dale Williams Yes
Mayor Poellinger Yes

and none voted against the same. The motion was declared duly carried.

3. The Personnel Committee is recommending that an Offer of Employment be approved for Libby Leis for the Deputy Clerk Position. Ms. Leis will start at Step 2 of the current AFSCME Union contract and pursuant to the terms and conditions of the AFSCME Union contract, Ms. Leis will serve a twelve-month probationary period. A letter of recommendation addressed to the Personnel Committee from Administrator Hanan and Finance Director Tarrence was included in the packet. Following discussion, Member

O’Donnell-Ebner made the following motion:

MOTION TO REFER THIS ITEM BACK TO THE PERSONNEL COMMITTEE FOR A SECOND ROUND OF INTERVIEWS OF THE SELECTED CANDIDATES SO THAT A MEMBER OF THE PERSONNEL COMMITTEE OR COUNCIL REPRESENTATIVE MAY BE DIRECTLY INVOLVED IN THE INTERVIEW PROCESS.

The motion failed due to no second.

Following discussion, Member Williams made a motion, seconded by Member Langen as follows:

MOTION TO APPROVE AN OFFER OF EMPLOYMENT FOR LIBBY LEIS AT STEP 2 OF THE CURRENT AFSCME UNION CONTRACT FOR THE DEPUTY CLERK POSITION AND PURSUANT TO THE TERMS AND CONDITIONS OF THE AFSCME UNION CONTRACT MS. LEIS WILL SERVE A TWELVE-MONTH PROBATIONARY PERIOD.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad Yes
Chris Langen Yes
Dale Williams Yes
Mayor Poellinger Yes

and Member O’Donnell-Ebner voted against the same. The motion was declared duly carried by a 4-1 vote.

4. Two members of the La Crescent Fire Department are retiring in August and there is a possibility of two other members leaving the department. The Personnel Committee is recommending City Council approve starting the recruitment process for the position of Firefighter with the La Crescent Fire Department. A letter from Fire Chief Tarrence supporting the request was included in the packet. Following discussion, Member Williams made a motion, seconded by Member Langen as follows:

MOTION TO APPROVE THE RECRUITMENT PROCESS FOR THE POSITION OF FIREFIGHTER WITH THE LA CRESCENT FIRE DEPARTMENT.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad Yes
Chris Langen Yes
Teresa O'Donnell-Ebner Yes

Dale Williams Yes
Mayor Poellinger Yes

and none voted against the same. The motion was declared duly carried.

5. The Personnel Committee is recommending City Council accept the resignation of Doug Stavenau from the Utility Maintenance II position effective July 24, 2026. Following discussion, Member Langen made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE RESIGNATION OF DOUG STAVENAU FROM THE UTILITY MAINTENANCE II POSITION EFFECTIVE JULY 24, 2026.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad Yes
Chris Langen Yes
Teresa O'Donnell-Ebner Yes
Dale Williams Yes
Mayor Poellinger Yes

and none voted against the same. The motion was declared duly carried.

3.4 Designate the Personnel Committee to hear Step 3 grievance(s) filed by a member of the AFSCME union

City Administrator Hanan reviewed with City Council that a Step 3 grievance has been filed for discipline imposed on a member of the AFSCME union and is anticipating another Step 3 grievance to be filed by the same member. It was recommended that City Council designate the Personnel Committee to handle both grievances at a Special City Council meeting to be held on Monday, August 3, 2026, at 4:00 p.m. at the La Crescent Community Building located at 336 South 1st Street. Following discussion, Member Langen made a motion, seconded by Member Williams as follows:

MOTION TO DESIGNATE THE PERSONNEL COMMITTEE IN HANDLING THE STEP 3 GRIEVANCE(S) FILED BY A MEMBER OF THE AFSCME UNION DURING A SPECIAL MEETING TO BE HELD ON AUGUST 3, 2026, AT 4:00 P.M. AT THE LA CRESCENT COMMUNITY BUILDING.

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Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad Yes
Chris Langen Yes
Teresa O'Donnell-Ebner Yes
Dale Williams Yes
Mayor Poellinger Yes

and none voted against the same. The motion was declared duly carried.

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3.5 Consideration of an updated Professional Services Agreement with SRF for the Railroad Crossing Elimination Grant Program

City Administrator Hanan reviewed with City Council that at the July 13, 2026, City Council meeting the Council approved a Professional Services Agreement with SRF, in partnership with WHKS. At the request of SRF, the Professional Services Agreement has been amended to remove WHKS from the agreement. SRF will have a separate subcontractor agreement with WHKS, and the updated Professional Services Agreement will be between the City of La Crescent and SRF. It was recommended that City Council approve the updated Professional Services Agreement. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Langen as follows:

MOTION TO APPROVE THE UPDATED PROFESSIONAL SERVICES AGREEMENT WITH SRF REMOVING WHKS FROM THE AGREEMENT AND THAT THE AGREEMENT WILL BE BETWEEN THE CITY OF LA CRESCENT AND SRF. SRF WILL HAVE A SEPARATE SUBCONTRACTOR AGREEMENT WITH WHKS.

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Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad Yes
Chris Langen Yes
Teresa O'Donnell-Ebner Yes
Dale Williams Yes
Mayor Poellinger Yes

and none voted against the same. The motion was declared duly carried.

3.6 Updated Cooperative Agreement with Houston County for State Aid Project 236-591-005

City Administrator Hanan reviewed an updated Cooperative Agreement with Houston County for State Aid Project 236-591-005. The agreement was approved by City Council at the July 13, 2026, Council meeting. The agreement was then sent to the Houston County Board of Supervisors for approval. On July 21, 2026, the Board of Supervisors made a change to the agreement regarding routine maintenance. It was recommended that City Council approve the updated agreement. A copy of the updated agreement was included. Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE UPDATED COOPERATIVE AGREEMENT WITH HOUSTON COUNTY FOR STATE AID PROJECT 236-591-005 AS STATED.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad Yes
Chris Langen Yes
Teresa O'Donnell-Ebner Yes
Dale Williams Yes
Mayor Poellinger Yes

and none voted against the same. The motion was declared duly carried.

4. Unfinished Business

5. Mayor's Comments

6. Staff Correspondence/Committee Updates

7. Correspondence

8. Houston County

9. Chamber of Commerce

10. Items for Next Agenda

11. Adjournment

There being no further business to come before the Council at this time, Member Langen made a motion, seconded by Member Williams to adjourn the meeting. Upon a roll call vote taken and tallied by the City Clerk, the following Members present voted in favor thereof, viz;

Cherryl Jostad Yes
Chris Langen Yes
Teresa O’Donnell-Ebner Yes
Dale Williams Yes
Mike Poellinger Yes

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at
5:30 P.M.

APPROVAL DATE:

SIGNED:

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Mayor

ATTEST:

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City Administrator

Approval Date:

Signed:

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Mayor

Attest:

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City Administrator