

CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
LA CRESCENT CITY HALL
315 MAIN STREET
FEBRUARY 13, 2023
5:30 P.M.

CALL TO ORDER
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.

- 1.1 MINUTES – JANUARY 23, 2023
- 1.2 BILLS PAYABLE THROUGH FEBRUARY 10, 2023
- 1.3
- 1.4

2. PUBLIC HEARING/MEETING

3. ITEMS FOR CONSIDERATION

- 3.1 REVIEW SOLAR INCENTIVES AND FINANCING OPTIONS
- 3.2 APPLE BLOSSOM POINTE ROADS
- 3.3 PERSONNEL COMMITTEE RECOMMENDATIONS
- 3.4 REVIEW AND APPROVE CHANGE TO CITY I/T PROVIDER
- 3.5 REVIEW SOLAR PROPOSALS
- 3.6 PLANNING COMMISSION MINUTES – 1/10/2023
- 3.7 REVIEW ADOPT A DRAIN PROGRAM
- 3.8 WIESER PARK PAVILION BID RESULTS
- 3.9 HEART SAFE COMMUNITY DESIGNATION
- 3.10 FEE SCHEDULE UPDATE
- 3.11 DONATION RESOLUTION
- 3.12 AUTHORIZE CAPITAL EXPENDITURE
- 3.13 HORSE TRACK MEADOWS - LETTER OF CREDIT
- 3.14 DONATION REQUEST
- 3.15 MAYOR FOR A DAY – AUTHORIZE EXPENDITURE
- 3.16 REVIEW UPCOMING CITY COUNCIL MEETINGS
- 3.17 HOUSTON COUNTY – INTERIM ORDINANCE

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4. UNFINISHED BUSINESS

4.1

5. MAYOR'S COMMENTS

5.1

**6. STAFF CORRESPONDENCE/COMMITTEE
UPDATES**

6.1

6.2

6.3

7. CORRESPONDENCE

7.1

7.2

7.3

8. HOUSTON COUNTY

8.1

9. CHAMBER OF COMMERCE

9.1

10. ITEMS FOR NEXT AGENDA

11. ADJOURNMENT

#1.1

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
JANUARY 23, 2023

Pursuant to due call and notice thereof, the second meeting of the City Council of the City of La Crescent for the month of January was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, January 23rd, 2023.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Ryan Hutchinson, Cherryl Jostad, Teresa O'Donnell-Ebner, Dale Williams, and Mayor Mike Poellinger. Members absent: None. Also present were City Attorney Skip Wieser, City Administrator Bill Waller, and Deputy City Clerk Angie Boettcher.

Mayor Poellinger asked if anyone wished to take action to change the agenda as presented. There were no changes requested.

ITEM 1 – CONSENT AGENDA

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

- 1.1 MINUTES – JANUARY 9, 2023
- 1.2 BILLS PAYABLE THROUGH – JANUARY 20, 2023
- 1.3
- 1.4

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. Deputy City Clerk Boettcher made the following requested change to the January 9th minutes: **Item 3.16 the Abestrol Inc. bid should have read \$1,450.00 as opposed to \$1,4500.00.**

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

A MOTION TO APPROVE THE CONSENT AGENDA WITH THE CORRECTION TO ITEM 3.16 TO READ \$1,450.00 FOR THE ABESTROL INC. BID INSTEAD OF \$1,4500.00

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.1 – DRAFT ATV/UTV/GOLF CART ORDINANCE

The following City residents requested to speak in regard to the draft ATV/UTV/Golf Cart Ordinance which would allow these special vehicles on City roadways.

Jason Oefstedahl addressed City Council in favor of the ordinance.

Greg Husmann addressed City Council with his opposition to the ordinance.

Paul Hatlem addressed City Council in favor of the ordinance.

Attorney Wieser then reviewed the draft ordinance with City Council. Following discussion, Member Hutchinson made a motion, seconded by Member Williams as follows:

MOTION FOR ATTORNEY WIESER TO REVIEW AND BRING BACK AN UPDATED ORDINANCE THAT WOULD INCLUDE A REVIEW WITH POLICE CHIEF AHLSHLAGER.

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.2 – MISSISSIPPI VALLEY ARCHAEOLOGY AGREEMENT

City Council reviewed a memorandum from City Community Development Director, Larry Kirch recommending that City Council approve entering into an agreement with the Mississippi Valley Archaeology Center (MVAC) which is housed at the University of Wisconsin-La Crosse (UW-L) to assist the city in consultation services with both the Prairie Island Indian Community and the Ho-Chunk Nation regarding the \$60,000.00 Blandin Foundation Grant project to honor and celebrate the indigenous history of the area. The project will be located downtown adjacent to the Wagon Wheel Bike-Ped Bridge. The cost of the services is \$5,000.00 utilizing city funds for this purpose. The services are anticipated to begin February 15th with a summary memorandum due by June 1, 2023, unless mutually extended to September 15th. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO APPROVE ENTERING INTO AN AGREEMENT WITH THE MISSISSIPPI VALLEY ARCHAEOLOGY CENTER TO ASSIST THE CITY IN CONSULTATION SERVICES WITH THE PRAIRIE ISLAND INDIAN COMMUNITY AND HO-CHUNK NATION

REGARDING THE \$60,000.00 BLANDIN FOUNDATION GRANT PROJECT WHICH WILL BE LOCATED ADJACENT TO THE WAGON WHEEL BIKE-PED BRIDGE HONORING AND CELEBRATING THE INDIGENOUS HISTORY OF THE AREA UTILIZING CITY FUNDS OF \$5,000.00 FOR THE SERVICES.

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.3 – WIESER PARK PAVILION BID RESULTS

City Administrator Waller reviewed with City Council the Wieser Park Pavilion Improvement Project bid of \$622,5000.00 with an in-kind donation of \$226,300.00 received from Wieser Brothers General Contractors in October of 2022 and in November of 2022, the Council approved an extension of the time frame for approval of the bid by an additional 60 days. Administrator Waller recommended that City Council approve an additional extension of the time frame for approval of the bid until the February 13, 2023, City Council meeting. The sponsors of the project have proposed a modification to the plans for the pavilion that will include the installation of overhead doors in the openings and heat so that the facility will have the option to operate year-round. These changes will add approximately \$93,000 to the base bid for the project. The added costs will be addressed through a change order with the contractor. The additional time between now and the February 13th City Council meeting will allow the project sponsors time to continue their fundraising activities while also providing the contractor with additional time to obtain the necessary building approvals that are required for the project to proceed. Following discussion Member O'Donnell-Ebner made a motion, seconded by Member Jostad as follows:

MOTION TO EXTEND THE TIME FRAME FOR APPROVAL OF THE WIESER PARK PAVILION IMPROVEMENT PROJECT BID FROM WIESER BROTHERS GENERAL CONTRACTORS TO THE FEBRUARY 13TH 2023 COUNCIL MEETING TO ALLOW FOR PROPOSED MODIFICATION PLANS FOR THE PAVILION WITH ADDED COSTS TO BE ADDRESSED THROUGH A CHANGE ORDER WITH THE CONTRACTOR AND PROVIDING ADDITIONAL TIME FOR THE CONTRACTOR TO OBTAIN THE NECESSARY BUILDING APPROVALS THAT ARE REQUIRED FOR THE PROJECT TO PROCEED.

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes

Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.4 – WIESER PARK ENGINEERING AGREEMENT

City Council reviewed for approval an engineering agreement and site plan from WHKS for improvements at Wieser Park. The agreement includes the overall stormwater improvements for the park and the construction of the new parking lot. The proposed costs for the improvements will be paid through the revenue generated from the sale of the 9 or 10 lots that are included in the City's Horse Track Meadows North development. Following discussion, Member Williams made a motion, seconded by Member Hutchinson as follows:

MOTION TO APPROVE THE ENGINEERING AGREEMENT WITH WHKS FOR IMPROVEMENTS AT WIESER PARK WITH THE COSTS PAID FOR THROUGH THE REVENUE GENERATED FROM THE SALE OF THE 9 OR 10 LOTS THAT ARE INCLUDED IN THE CITY'S HORSE TRACK MEADOWS NORTH DEVELOPMENT.

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.5 – DONATION RESOLUTION

City Council reviewed a Resolution regarding the acceptance of donations to the City for the month of January 2023. Following review and discussion, Member Hutchinson introduced the following Resolution and moved its passage and adoption as follows:

RESOLUTION NO. 01-23-06

RESOLUTION ACCEPTING DONATIONS MADE TO THE CITY OF LA CRESCENT WIESER MEMORIAL PARK IMPROVEMENT PROJECT IN JANUARY 2023

WHEREAS, the City of La Crescent ("La Crescent") is required by Minn. Stat. § 465.03 to accept donations by Resolution;

WHEREAS, the following donations were made to La Crescent in the month of January 2023 to the Wieser Memorial Park Improvement Project to be used for the specific purpose of improvements to the park shelter and bathroom facilities:

1. Tyler and Sandy Wieser wish to donate \$500.00
2. Michael Feuerhelm wishes to donate \$500.00
3. An Anonymous donor wishes to donate \$25,000.00
4. Tina and Leslie Loff wish to donate \$500.00
5. An Anonymous donor wishes to donate \$25,000.00
6. An Anonymous donor wishes to donate \$25,000.00

WHEREAS, La Crescent agrees to accept the donations for Wieser Memorial Park
Subject to the conditions identified above.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of La Crescent hereby accepts the donations stated above for Wieser Memorial Park subject to the conditions identified above.

ADOPTED this 23rd day of January 2023.

SIGNED:

Mayor

ATTEST:

Deputy Clerk

The motion for the adoption of the foregoing resolution was duly seconded by Member Williams and upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	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 resolution duly passed and adopted.

ITEM 3.6 – 2023 LICENSE RENEWALS

City Council reviewed a proposed on-sale liquor license renewal for 2023 from the Best Western Plus/La Crescent Hotel Group. The application appears to be in order, and it was recommended to City Council to approve the license renewal application. Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE 2023 ON-SALE LIQUOR LICENSE RENEWAL FOR THE BEST WESTERN PLUS/LA CRESCENT HOTEL GROUP.

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

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

ITEM 3.7- MnDOT BOOST GRANT RESOLUTION

City Council reviewed a Resolution regarding the Safe Routes to School (SRTS) Boost Grant. Following review and discussion, Member O'Donnell-Ebner introduced the following Resolution and moved its passage and adoption as follows:

RESOLUTION NO. 01-23-07

RESOLUTION FOR SAFE ROUTES TO SCHOOL (SRTS) BOOST GRANT

WHEREAS, the Minnesota Department of Transportation (MnDOT) Safe Routes to School Program assists schools and communities by making it safer for children to walk and bike to school; and

WHEREAS, MnDOT Safe Routes to School Program solicits applications to enable schools and communities to implement Safe Route to School non-infrastructure activities; and

WHEREAS, if the City of La Crescent is awarded an SRTS Boost Grant, these funds would be used to provide non-infrastructure activities to local communities to develop Safe Routes to School initiatives that increase safety and encourage more children to walk and bicycle to school; and

WHEREAS, no local match funding is required; and

WHEREAS, SRTS Boost grant activities will commence after the grant agreement is fully executed.

NOW, THEREFORE, BE IT RESOLVED:

1. That the City of La Crescent authorizes the City Administrator to enter into a grant agreement with the Minnesota Department of Transportation for financial assistance to fund a Safe Routes to School Boost Grant and eligible expenses.
2. That the City Administrator is authorized to execute such Agreement and any amendment(s).

ADOPTED this 23rd day of January, 2023.

SIGNED:

City Administrator

The motion for the adoption of the foregoing resolution was duly seconded by Member Hutchinson and upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	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 resolution duly passed and adopted.

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES

City Council reviewed correspondence from Explore La Crosse.

7. HOUSTON COUNTY

Houston County Commissioner, Dewey Severson was in attendance and provided updates to City Council.

8. CHAMBER OF COMMERCE

Chamber of Commerce representative, Olivia Lamke was in attendance and had no updates for City Council.

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 6:35 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator

#1.2



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator
DATE: February 10, 2023
RE: Bills Payable

Attached for review and consideration by the City Council are the bills payable for the period ending February 10, 2023. We would suggest that the City Council approve the payment of the bills as presented.

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
A1 PRECISION PUMPING INC						
11145	PUMP VALVE BOX - WATERMAIN BREAK AT JUNIPER & W	01/30/2023	250.00	.00		
Total 9080:			250.00	.00		
ACENTEK						
1/23 STMT	ARENA PHONE CHARGES	01/31/2023	732.27	.00		
1/23 STMT	FIRE DEPT PHONE CHARGES	01/31/2023	505.67	.00		
1/23 STMT	LIBRARY PHONE CHARGES	01/31/2023	142.02	.00		
1/23 STMT	POOL PHONE CHARGES	01/31/2023	125.16	.00		
1/23 STMT	WATER PHONE CHARGES	01/31/2023	87.86	.00		
1/23 STMT	POLICE DEPT PHONE CHARGES	01/31/2023	336.96	.00		
1/23 STMT	PUBLIC WORKS PHONE CHARGES	01/31/2023	49.38	.00		
1/23 STMT	BRUSH SITE PHONE CHARGES	01/31/2023	37.09	.00		
1/23 STMT	GOLF COURSE PHONE CHARGES	01/31/2023	442.78	.00		
1/23 STMT	LICENSE BUR. PHONE CHARGES	01/31/2023	176.53	.00		
1/23 STMT	SEWER PHONE CHARGES	01/31/2023	124.53	.00		
1/23 STMT	CITY HALL PHONE CHARGES	01/31/2023	345.68	.00		
1/23 STMT	BLDG/ZNG PHONE CHARGES	01/31/2023	49.38	.00		
1/23 STMT	STREET/ALLEY PHONE CHARGES	01/31/2023	43.37	.00		
Total 24:			3,198.68	.00		
AFLAC						
1/23 STMT	INSURANCE PREMIUMS	02/01/2023	91.40	.00		
Total 72:			91.40	.00		
AFSCME						
1/23 STMT	PAYROLL DEDUCTED UNION DUES	02/01/2023	718.21	.00		
Total 25:			718.21	.00		
AIRGAS USA LLC						
9133451908	FD - O2 MEDICAL SUPPLIES	12/29/2022	97.39	.00		
9133785058	FD - O2 MEDICAL SUPPLIES	01/10/2023	65.23	.00		
Total 1802:			162.62	.00		
AMAZON CAPITAL SERVICES						
11XX-CKHL-J6F6	LIBRARY - PROGRAM SUPPLIES	01/22/2023	54.86	.00		
14M1-1HK6-HXD	FD - TRAINING SUPPLIES	01/11/2023	114.99	.00		
1CN4-PG6K-DCJ	LIBRARY - OFFICE SUPPLIES	02/04/2023	14.98	.00		
1FNK-PKL4-4WJ	LIBRARY - BOOKS GRANT FUNDED	02/02/2023	31.34	.00		
1FQK-9WNX-K7	LIBRARY - BOOKS GRANT FUNDED	02/05/2023	52.33	.00		
1HTL-MJRR-GQ	LIBRARY - BOOKS GRANT FUNDED	02/05/2023	8.99	.00		
1N39-G7QK-XXH	FD - 2 CO DETECTORS	01/03/2023	598.00	.00		
1PRK-T7XT-1G3	CITY - OFFICE SUPPLIES	01/30/2023	194.10	.00		
1QPD-XLX4-9JJJ	LIBRARY - CLEANING SUPPLIES	01/18/2023	49.29	.00		
1RKN-GDQC-J7	FD - CLEANING SUPPLIES	01/15/2023	42.45	.00		
1RKN-GDQC-J7	MAINT - TRUCK PARTS	01/15/2023	64.46	.00		
1RKN-GDQC-J7	MAINT - TRUCK PARTS	01/15/2023	17.09	.00		
Total 9956:			1,242.88	.00		
ANCOM COMMUNICATIONS						
112873	MAINT - REPAIR RADIO	01/27/2023	477.26	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 9429:			477.26	.00		
AUTO VALUE LA CROSSE						
516436857	STREET - PLOW TRUCK REPAIR	01/19/2023	75.91	.00		
Total 2106:			75.91	.00		
AUTOMATIC SYSTEMS CO.						
38595S	WELL #4 - RESET	01/24/2023	427.50	.00		
Total 8881:			427.50	.00		
BATTERIES PLUS						
P59549079	BATTERY BACKUP FOR WATER PLANT COMPUTER	02/03/2023	99.00	.00		
Total 9428:			99.00	.00		
BOBCAT OF THE COULEE REGION						
01-60440	BOBCAT BUCKET REPAIR	01/25/2023	208.68	.00		
Total 216:			208.68	.00		
BOB'S LOCK & SAFE INC.						
41482	PD - DEPT KEYS	01/27/2023	102.00	.00		
Total 123:			102.00	.00		
BRAD MEYER CONSTRUCTION & REMODELING LLC						
1/20/2023	SCDP GRANT EXPENSES	01/20/2023	23,000.00	.00		
Total 9753:			23,000.00	.00		
BREYER'S SALES AND SERVICE INC						
16999	CHAINSAW REPAIR	01/25/2023	99.94	.00		
17001	CHAINSAW SERVICE	01/25/2023	36.81	.00		
17009	CHAINSAW REPAIR - CREDIT	01/26/2023	7.00-	.00		
Total 131:			129.75	.00		
CITY TREASURER'S OFFICE						
187874 - DEC 20	WASTEWATER TO LACROSSE	12/31/2022	20,975.70	.00		
188062	2022 SEWER CONNECTION CHARGE	01/24/2023	16,060.00	.00		
Total 1086:			37,035.70	.00		
CULLIGAN WATER CONDITIONING						
285X20738708	MAINT - WATER COOLER RENTAL	02/01/2023	39.95	.00		
285X20738708	CITY HALL - WATER COOLER RENTAL	02/01/2023	39.95	.00		
285X20738708	PD - WATER COOLER RENTAL	02/01/2023	39.95	.00		
Total 231:			119.85	.00		
CUSTOM ALARM						
538877	GC - MONTHLY ALARM MONITORING SYSTEM	02/01/2023	41.34	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 290:			41.34	.00		
DALCO ENTERPRISES INC						
4041550	CITY - TOILET PAPER & PAPER TOWELS	02/02/2023	199.19	.00		
Total 313:			199.19	.00		
DAVY LABORATORIES						
23A0183	WATER - TESTING	01/20/2023	96.30	.00		
23B0022	WATER - TESTING	02/06/2023	96.30	.00		
Total 312:			192.60	.00		
DEBAUCHE TRUCK & DIESEL INC						
01W7898	PLOW TRUCK REPAIR	01/10/2023	1,526.91	.00		
Total 297:			1,526.91	.00		
E O JOHNSON CO INC - LEASE						
33231496	GC - COPY MACHINE/PRINTER	01/06/2023	73.00	.00		
Total 9397:			73.00	.00		
EMERGENCY MEDICAL PRODUCTS INC						
2516600	FD - MEDICAL SUPPLIES	01/09/2023	176.86	.00		
2521083	FD - MEDICAL SUPPLIES	01/24/2023	712.66	.00		
Total 433:			889.52	.00		
FASTENAL COMPANY						
WILAC369151	MAINT - BOLTS	01/20/2023	82.03	.00		
Total 9667:			82.03	.00		
FIRE STATION SOFTWARE, LLC						
20230040	FD - STATION SOFTWARE SUBSCRIPTION	01/17/2023	969.00	.00		
Total 10073:			969.00	.00		
FIRST SUPPLY LLC - LA CROSSE						
13525146-00	CITY HALL BATHROOM REPAIR	01/03/2023	49.77	.00		
13525154-00	CITY HALL BATHROOM REPAIR - CREDIT	01/03/2023	32.81-	.00		
Total 557:			16.96	.00		
GOPHER STATE ONE-CALL						
3000514	ANNUAL USER FEE	01/31/2023	25.00	.00		
3000514	ANNUAL USER FEE	01/31/2023	25.00	.00		
3010514	SEWER - LOCATE	01/31/2023	14.85	.00		
3010514	WATER - LOCATE	01/31/2023	14.85	.00		
Total 620:			79.70	.00		
GUNDERSEN HEALTH SYSTEM						
283338	2023 EAP MEMBERSHIP	01/25/2023	520.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 622:			520.00	.00		
HILLTOPPER REFUSE & RCYL SRVC						
1/23 BAGS	MONTHLY REFUSE P/U - BAGS	01/31/2023	5,643.00	.00		
1/23 STMT	REFUSE P/U - LIBRARY	01/31/2023	10.00	.00		
1/23 STMT	RECYCLING P/U FIRE DEPT	01/31/2023	16.00	.00		
1/23 STMT	REFUSE P/U - ARENA	01/31/2023	148.30	.00		
1/23 STMT	CITYWIDE RECYCLING P/U	01/31/2023	7,184.20	.00		
1/23 STMT	REFUSE P/U - CITY HALL	01/31/2023	66.41	.00		
1/23 STMT	REFUSE P/U - FIRE DEPT	01/31/2023	25.00	.00		
1/23 STMT	REFUSE P/U MAINTENANCE	01/31/2023	152.69	.00		
1/23 STMT	REFUSE P/U - ANIMAL SHELTER	01/31/2023	74.19	.00		
Total 9233:			13,319.79	.00		
ICON CONSTRUCTORS, LLC						
PAY REQ. NO 12	WAGON WHEEL TRAIL PHASE 3	02/06/2023	164,947.63	.00		
Total 9990:			164,947.63	.00		
INNOVATIVE OFFICE SOLUTIONS						
IN4050787	COMM BLDG - CLEANING SUPPLIES	01/04/2023	43.24	.00		
IN4050787	LIC BUR - OFFICE SUPPLIES	01/04/2023	38.36	.00		
IN4050787	PD - OFFICE SUPPLIES	01/04/2023	243.10	.00		
IN4059045	CITY - OFFICE SUPPLIES	01/11/2023	215.06	.00		
IN4059045	PD - OFFICE SUPPLIES	01/11/2023	393.72	.00		
Total 9471:			933.48	.00		
KAROW, GREGORY JOHN						
2023-0018	B&Z - PLAN REVIEW SERVICE	02/08/2023	1,901.54	.00		
Total 8987:			1,901.54	.00		
KWIK TRIP INC						
1/23 STMT	PD - FUEL	01/31/2023	1,906.01	.00		
1/23 STMT	PARKS - FUEL	01/31/2023	71.36	.00		
1/23 STMT	B & Z - FUEL	01/31/2023	93.00	.00		
1/23 STMT	WATER - FUEL	01/31/2023	63.45	.00		
1/23 STMT	STREET - FUEL	01/31/2023	2,977.98	.00		
1/23 STMT	FD - FUEL	01/31/2023	92.79	.00		
1/23 STMT	SEWER - FUEL	01/31/2023	63.44	.00		
Total 1014:			5,268.03	.00		
LA CRESCENT ANIMAL RESCUE						
12/11/22 - 12/31/	7 CATS @\$100.00/EACH	12/31/2022	700.00	.00		
Total 8575:			700.00	.00		
LA CRESCENT AUTO REPAIR, INC						
25909	PD - P15 MAINTENANCE	01/30/2023	14.03	.00		
25973	PD - P21 MAINTENANCE	01/30/2023	47.01	.00		
26070	STREETS - 2011 GMC REPAIR	01/30/2023	1,253.67	.00		
26071	REPAIR BOBCAT TIRE	01/30/2023	54.00	.00		
26073	PD - P17 MAINTENANCE/REPAIR	01/30/2023	31.75	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 8168:			1,400.46	.00		
LA CRESCENT ROCK PRODUCTS INC						
23-25	ROCK FOR WATER MAIN BREAK - WILLOW ST.	01/31/2023	632.24	.00		
Total 1121:			632.24	.00		
LA CROSSE COUNTY						
STORMWATER 2	LAX URBAN STORMWATER GROUP DUES	01/11/2023	1,409.00	.00		
Total 9873:			1,409.00	.00		
LA CROSSE GLASS COMPANY INC						
339802	LIBRARY FRONT DOOR	01/19/2023	160.00	.00		
Total 2471:			160.00	.00		
LA CROSSE TRIBUNE						
2/23 8 WEEKS	CITY HALL - 8 WEEKS SUBSCRIPTION DAILY	02/01/2023	153.00	.00		
Total 8522:			153.00	.00		
LAPPIN'S LLC						
17749	CITY HALL - CLEANING JANUARY	01/31/2023	1,244.00	.00		
Total 9677:			1,244.00	.00		
LAW ENFORCEMENT LABOR SERVICES						
1/23 DUES	PD - PAYROLL DEDUCTED UNION DUES	02/01/2023	472.50	.00		
Total 1134:			472.50	.00		
LAXPRINT.COM						
2832	FD - ID BADGES FOR DOOR ACCESS	01/27/2023	126.00	.00		
Total 9554:			126.00	.00		
LEAGUE OF MINNESOTA CITIES						
374921	PD - ONLINE PATROL TRAINING	01/11/2023	720.00	.00		
376263	B. WALLER - WORKSHOPS	02/01/2023	20.00	20.00	02/06/2023	
Total 1117:			740.00	20.00		
LUDWIGSON, JASON						
01/01/23 - 01/31/	SUSTAINABILITY SERVICES	01/31/2023	4,093.44	.00		
Total 9632:			4,093.44	.00		
MARSH, DANETTE						
01/2023	REFUND UTILITY BILL - OVER PAYMENT	01/30/2023	2,500.00	2,500.00	01/30/2023	
Total 10072:			2,500.00	2,500.00		
MAYO CLINIC AMBULANCE SERVICE						
CPR CLASS 01/0	CPR CLASS	01/06/2023	32.00	.00		
CPR CLASS 1/14	CPR CLASS	01/14/2023	162.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
CPR CLASS 11/2	CPR CLASS	11/22/2022	26.00	.00		
Total 8150:			220.00	.00		
MENARDS-LA CROSSE						
77879	GC - CLUBHOUSE REPAIR	01/10/2023	297.25	.00		
77879	GC - CLEANING SUPPLIES	01/10/2023	18.51	.00		
77879	GC - SMALL TOOLS	01/10/2023	68.24	.00		
78210	GC - SMALL TOOLS	01/17/2023	200.72	.00		
78210	GC - GAS TREATMENT	01/17/2023	17.98	.00		
78210	GC - SAFETY EQUIPMENT	01/17/2023	6.59	.00		
78210	GC - CLEANING SUPPLIES	01/17/2023	29.10	.00		
78578	GC - SMALL TOOLS RETURN CREDIT	01/25/2023	74.98	.00		
78582	GC - COURSE MAINTENANCE	01/25/2023	39.92	.00		
78582	GC - SAFETY MATERIALS	01/25/2023	45.47	.00		
Total 1352:			648.80	.00		
MICROMARKETING, LLC						
911231	LIBRARY - BOOKS	01/17/2023	34.00	.00		
912120	LIBRARY - BOOKS	01/24/2023	89.49	.00		
Total 10060:			123.49	.00		
MIDWEST TAPE						
503227831	LIBRARY- MOVIES	01/12/2023	22.49	.00		
503286920	LIBRARY- MOVIES GRANT FUNDED	01/26/2023	37.48	.00		
Total 9851:			59.97	.00		
MIENERGY COOPERATIVE						
MR 1084 #101	FIRE STATION RENOVATION LOAN	02/01/2023	3,000.00	.00		
Total 9578:			3,000.00	.00		
MINNESOTA CHILD SUPPORT PAYMENT CENTER						
1/20/23P/R00156	MN CHILD SUPPORT	01/23/2023	640.97	640.97	01/23/2023	
2/3/23 P/R00156	MN CHILD SUPPORT	02/06/2023	640.97	640.97	02/06/2023	
Total 9597:			1,281.94	1,281.94		
MINNESOTA DEPARTMENT OF HEALTH						
3/17/23 STAVEN	EXAM FEE - STAVENAU WATER CLASS D	02/07/2023	32.00	.00		
Total 1396:			32.00	.00		
MINNESOTA DEPT OF HEALTH						
2023 G.C.	GC - LICENSE RENEWAL	02/01/2023	510.00	.00		
Total 8740:			510.00	.00		
MINNESOTA ENERGY RESOURCES INC						
ICE ARENA	ICE ARENA - DEFECTIVE METER	12/05/2022	9,145.98	9,145.98	02/02/2023	
Total 8171:			9,145.98	9,145.98		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
MINNESOTA MUNICIPAL UTILITIES						
61115	2023 MEMBERSHIP DUES	01/12/2023	348.00	.00		
Total 1999:			348.00	.00		
MISSISSIPPI WELDERS SUPPLY CO						
3967428	GC - TORCH FOR COURSE	01/20/2023	705.00	.00		
Total 1322:			705.00	.00		
MN DNR ECO/WTR RESOURCES						
2022 - 1961-0623	WATER PERMIT FEE - DNR PERMIT	02/07/2023	673.41	673.41	02/08/2023	
Total 322:			673.41	673.41		
NCPERS GROUP LIFE INSURANCE						
1/23 STMT	LIFE INSURANCE PREMIUMS	02/01/2023	96.00	.00		
Total 1619:			96.00	.00		
QUADIENT FINANCE USA, INC						
1/23 STMT	Postage Meter Postage- Arena	01/16/2023	3.00	3.00	01/30/2023	
1/23 STMT	Postage Meter Postage - Clerk	01/16/2023	45.00	45.00	01/30/2023	
1/23 STMT	Postage Meter Postage- Library	01/16/2023	9.00	9.00	01/30/2023	
1/23 STMT	Postage Meter Postage- Golf course	01/16/2023	9.00	9.00	01/30/2023	
1/23 STMT	Postage Meter Postage - Police	01/16/2023	21.00	21.00	01/30/2023	
1/23 STMT	Postage Meter Postage - Sewer	01/16/2023	63.00	63.00	01/30/2023	
1/23 STMT	Postage Meter Postage- Animal rescue	01/16/2023	3.00	3.00	01/30/2023	
1/23 STMT	Postage Meter Postage- B & Z	01/16/2023	21.00	21.00	01/30/2023	
1/23 STMT	Postage Meter Postage- Fire	01/16/2023	12.00	12.00	01/30/2023	
1/23 STMT	Postage Meter Postage- Lic Bur	01/16/2023	30.00	30.00	01/30/2023	
1/23 STMT	Postage Meter Postage - Pool	01/16/2023	6.00	6.00	01/30/2023	
1/23 STMT	Postage Meter Postage - Public works	01/16/2023	15.00	15.00	01/30/2023	
1/23 STMT	Postage Meter Postage - Water	01/16/2023	63.00	63.00	01/30/2023	
Total 9799:			300.00	300.00		
QUADIENT LEASING USA, INC						
N9782225	POSTAGE METER RENT-BLDG/ZNG	01/27/2023	9.78	.00		
N9782225	POSTAGE METER RENT- G.C.	01/27/2023	9.78	.00		
N9782225	POSTAGE METER RENT- LIC. BUR.	01/27/2023	9.78	.00		
N9782225	POSTAGE METER RENT- PUB WORKS	01/27/2023	9.78	.00		
N9782225	POSTAGE METER RENT-SEWER	01/27/2023	39.11	.00		
N9782225	POSTAGE METER RENT- ARENA	01/27/2023	9.78	.00		
N9782225	POSTAGE METER RENT- CLERK	01/27/2023	39.11	.00		
N9782225	POSTAGE METER RENT-LIBRARY	01/27/2023	9.78	.00		
N9782225	POSTAGE METER RENT- PD	01/27/2023	19.56	.00		
N9782225	POSTAGE METER RENT-WATER	01/27/2023	39.11	.00		
Total 9213:			195.57	.00		
QUILLINS LA CRESCENT						
1/23 CITY	PD - FOOD FOR MEETING	01/31/2023	17.47	.00		
1/23 CITY	PD - FOOD FOR MEETING	01/31/2023	13.78	.00		
1/23 CITY	PD - COFFEE CUPS	01/31/2023	4.78	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 1707:			36.03	.00		
RIVER VALLEY MEDIA GROUP						
1/23 CITY	SUMMARY OF ORD. NO. 564	12/30/2022	36.34	.00		
Total 8163:			36.34	.00		
RONCO ENGINEERING SALES INC						
3310406	PLOW TRUCK REPAIR	01/19/2023	168.64	.00		
Total 1813:			168.64	.00		
SAFE-FAST, INC.						
INV271810	MAINT - SAFETY GLOVES	01/31/2023	120.90	.00		
INV271810	MAINT - SAFETY JACKETS	01/31/2023	40.95	.00		
Total 8644:			161.85	.00		
SAM'S CLUB						
1/23 STMT	CITY - CLEANING SUPPLIES	01/27/2023	36.64	36.64	01/30/2023	
1/23 STMT	FD - BATTERIES	01/27/2023	17.98	17.98	01/30/2023	
1/23 STMT	CITY - OFFICE SUPPLIES	01/27/2023	38.36	38.36	01/30/2023	
1/23 STMT	MAINT SHOP - OFFICE SUPPLIES	01/27/2023	17.98	17.98	01/30/2023	
Total 1861:			110.96	110.96		
SEMCAC						
INV. NO. 2	SCDP GRANT EXPENSES	01/25/2023	3,450.00	.00		
Total 9559:			3,450.00	.00		
SEMLM						
2023 DUES	2023 MEMBERSHIP DUES	01/03/2023	50.00	.00		
Total 8228:			50.00	.00		
SIGNAL SYSTEMS INC						
36102	FD - ASSISTANCE W/ SOFTWARE FOR CARD ACCESS	01/31/2023	82.50	.00		
Total 9466:			82.50	.00		
SOUTHEAST LIBRARIES COOP						
050857	LIBRARY - COMPUTER LEASING	01/20/2023	4,920.00	.00		
050876	LIBRARY - WEBSITE HOSTING	01/24/2023	608.82	.00		
050935	LIBRARY - MONTHLY AUTOMATION FEE	02/03/2023	1,323.24	.00		
Total 1962:			6,852.06	.00		
STATE OF MN DEPT OF PUBLIC SAFETY						
2805400132022	POOL-HAZARDOUS CHEMICAL FEE	02/02/2023	100.00	.00		
2805400182022	WATER DEPT-HAZARDOUS CHEMICAL FEE	02/02/2023	100.00	.00		
Total 1366:			200.00	.00		
STUBER, KATHRYN						
1/23 LIBRARY	LIBRARY - CLEANING	01/31/2023	250.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 10010:			250.00	.00		
TRI-STATE BUSINESS MACHINES IN						
565045	DMV - COPY/PRINTER	01/28/2023	60.94	.00		
Total 2024:			60.94	.00		
ULINE						
158809314	PD - GLOVES	01/17/2023	263.43	.00		
159115331	PARKS-DOG WASTE BAGS & GLOVES	01/24/2023	271.44	.00		
Total 9422:			534.87	.00		
UNITED STATES POSTMASTER						
1/23 CYCLE	POSTAGE - WATER/SEWER BILL	01/31/2023	174.72	174.72	01/31/2023	
1/23 CYCLE	POSTAGE - WATER/SEWER BILL	01/31/2023	174.72	174.72	01/31/2023	
Total 2102:			349.44	349.44		
UNIVERSAL TRUCK EQUIPMENT INC						
59479	MAINT - PLOW CUTTING EDGES	01/06/2023	4,559.12	.00		
59674	SNOWPLOW FOR 2023 CHEVY TRUCK	01/18/2023	8,661.57	.00		
59675	PLOW PIN	01/18/2023	53.10	.00		
Total 2105:			13,273.79	.00		
UW-LA CROSSE						
4993	WORK PERFORMED - MISSISSIPPI VALLEY ARCHAEOLO	11/30/2022	192.98	.00		
Total 9984:			192.98	.00		
VERIZON WIRELESS						
9926413933	B&Z - COMPUTER DATA	01/28/2023	60.02	.00		
9926413933	WATER DEPT - DATA	01/28/2023	35.01	.00		
9926413933	PD - COMPUTER DATA & PHONE SERVICE	01/28/2023	498.30	.00		
9926413933	SEWER DEPT - DATA	01/28/2023	35.01	.00		
Total 8973:			628.34	.00		
VISA						
1/23 STMT	CITY - OFFICE SUPPLIES	01/31/2023	75.92	.00		
1/23 STMT	PUB. WORKS PROJECT REVIEW MEETING LUNCH	01/31/2023	29.16	.00		
1/23 STMT	STREET - JUMPER WIRE HARNESS FOR 2023 CHEVY TR	01/31/2023	122.59	.00		
1/23 STMT	MAINT - SMALL TOOLS	01/31/2023	67.50	.00		
1/23 STMT	J. LUDWIGSON - PSEE WORKSHOP	01/31/2023	355.00	.00		
1/23 STMT	ENVELOPES FOR MAILING W-2'S	01/31/2023	205.73	.00		
1/23 STMT	PD - K. INGLET MEAL ALLOWANCE AT TRAINING	01/31/2023	61.22	.00		
1/23 STMT	PD - K. INGLET TRAINING	01/31/2023	219.00	.00		
1/23 STMT	CITY - OFFICE SUPPLIES	01/31/2023	194.10	.00		
1/23 STMT	LIGHTS FOR 2023 CHEVY TRUCK	01/31/2023	952.51	.00		
1/23 STMT	T. BENISH - STORMWATER TRAINING	01/31/2023	250.00	.00		
1/23 STMT	LIBRARY - POSTAGE	01/31/2023	20.70	.00		
1/23 STMT	TOOL BOX - 2023 CHEVY TRUCK	01/31/2023	601.34	.00		
1/23 STMT	B&Z - EROSION CONTROL CLASS	01/31/2023	130.00	.00		
1/23 STMT	PD - INTERNET PEOPLE SEARCH	01/31/2023	75.00	.00		
1/23 STMT	PD - K. INGLET TRAINING	01/31/2023	298.26	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1/23 STMT	PD - ID CARD	01/31/2023	15.99	.00		
Total 2208:			3,674.02	.00		
VSC CORPORATION						
#24 322 S. 1ST	LAND PURCH.-CONTRACT FOR DEED-INTEREST	02/01/2023	269.42	.00		
#24 322 S. 1ST	LAND PURCH.-CONTRACT FOR DEED-PRINCIPAL	02/01/2023	2,201.61	.00		
Total 9942:			2,471.03	.00		
WATER SYSTEMS CO.						
492778	LIBRARY - COOLER RENTAL	01/31/2023	6.00	.00		
Total 8605:			6.00	.00		
WHKS & CO.						
47367	HORSETRACK MEADOWS CONST. PHASE 1	12/30/2022	202.88	.00		
47400	PINE CREEK CPL GRANT	12/30/2022	305.92	.00		
47411	SPORTSMEN'S LANDING ACCESS ROAD	12/30/2022	2,169.60	.00		
47412	2022 STREET RECONSTRUCTION	12/30/2022	2,096.32	.00		
47413	NORTH 4TH SIGNAL INVESTIGATION	12/30/2022	385.00	.00		
47413	APPLE BLOSSOM POINT ROADS	12/30/2022	154.00	.00		
47413	MILEAGE	12/30/2022	262.50	.00		
47413	SANITARY SEWER AREA ASSISTANCE	12/30/2022	428.00	.00		
47413	TRAIL EASEMENTS	12/30/2022	469.00	.00		
47413	6TH ST PRELIMINARY ENGINEERING	12/30/2022	77.00	.00		
47438	HORSE TRACK MEADOWS NORTH	12/30/2022	591.36	.00		
Total 8290:			7,141.58	.00		
WIESER LAW OFFICE PC						
1/23 CITY	BLDG/ZNG - LEGAL FEES	01/31/2023	1,429.18	.00		
1/23 CITY	COUNCIL - LEGAL FEES	01/31/2023	1,429.18	.00		
1/23 CITY	WATER DEPT - LEGAL FEES	01/31/2023	714.59	.00		
1/23 CITY	CLERK - LEGAL FEES	01/31/2023	1,429.18	.00		
1/23 CITY	SEWER DEPT - LEGAL FEES	01/31/2023	714.59	.00		
1/23 POLICE	PD - LEGAL FEES	01/31/2023	4,654.90	.00		
Total 2361:			10,371.62	.00		
XCEL ENERGY						
12/22 STMT	BRIDGE LIGHTS - 219 CHESTNUT ST	12/31/2022	55.74	55.74	01/25/2023	
12/22 STMT	NEW LACRESCENT SIGN - 209 S WALNUT	12/31/2022	42.50	42.50	01/25/2023	
12/22 STMT	SHORE ACRES - GRINDER PUMPS	12/31/2022	297.28	297.28	01/25/2023	
12/22 STMT	WELL HOUSE - 200 STONEY PT RD	12/31/2022	1,175.72	1,175.72	01/25/2023	
12/22 STMT	BOOSTER STATION - 193 MCINTOSH E	12/31/2022	138.37	138.37	01/25/2023	
12/22 STMT	WELL #2 - 400 LARCH	12/31/2022	1,145.77	1,145.77	01/25/2023	
12/22 STMT	LIFT STATION - 31 MCINTOSH RD E	12/31/2022	12.69	12.69	01/25/2023	
12/22 STMT	STREET LIGHTS - PO BOX 142	12/31/2022	6,701.46	6,701.46	01/25/2023	
12/22 STMT	GARAGE - 223 HWY 16	12/31/2022	37.12	37.12	01/25/2023	
12/22 STMT	FLAG LIGHT - 226 MAIN ST	12/31/2022	21.28	21.28	01/25/2023	
12/22 STMT	LIBRARY - 321 MAIN	12/31/2022	199.33	199.33	01/25/2023	
12/22 STMT	ABNET FIELDS - 1323 SPRUCE	12/31/2022	54.06	54.06	01/25/2023	
12/22 STMT	UNIT ST LIGHTS - 33 S WALNUT	12/31/2022	18.01	18.01	01/25/2023	
12/22 STMT	PARK SHELTER - 1200 JONATHAN	12/31/2022	104.44	104.44	01/25/2023	
12/22 STMT	LIFT STATION - 1450 HWY 16	12/31/2022	15.43	15.43	01/25/2023	
12/22 STMT	RESERVOIR - 1026 CRESCENT HILLS	12/31/2022	2.61	2.61	01/25/2023	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
12/22 STMT	RADIUM PLANT - 722 N 2ND	12/31/2022	2,304.80	2,304.80	01/25/2023	
12/22 STMT	WELL #3 - LOAD PROFILE 417 WALNUT	12/31/2022	225.05	225.05	01/25/2023	
12/22 STMT	ICE ARENA - 520 S 14TH	12/31/2022	870.16	870.16	01/25/2023	
12/22 STMT	STREET LIGHTS - 219 MAIN ST UNIT LIGHTS	12/31/2022	.38	.38	01/25/2023	
12/22 STMT	SIGN LIGHT - 525 S CHESTNUT	12/31/2022	.48	.48	01/25/2023	
12/22 STMT	FLAG LIGHT - 202 MAIN	12/31/2022	20.73	20.73	01/25/2023	
12/22 STMT	CITY HALL - 317 MAIN	12/31/2022	145.71	145.71	01/25/2023	
Total 1410:			13,589.12	13,589.12		
Grand Totals:			352,963.07	27,970.85		

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

3.1



To: City Council

From: Jason Ludwigson, Sustainability Coordinator

Date: 02/02/2023

Re: Review of Solar Incentives and Financing Options

Peter Lindstrom the manager for public sector and community engagement with the Clean Energy Resources Teams will be in attendance via Zoom to present information to the council about the direct pay provision for the solar investment tax credit. The Inflation Reduction Act made cities eligible to receive the 30% solar investment tax credit. Peter will review financing options for the purchase of solar PV systems. The purchase of solar PV systems by the city is a more viable option with the adoption of the direct pay provision.

#3.2



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: February 9, 2023
RE: Apple Blossom Pointe Road Agreement

Attached for review and consideration by the City Council is an agreement between the City and the Homeowners Association for the City Engineer to prepare a feasibility report regarding the roads in the Apple Blossom Pointe development. The City Attorney will review this with the City Council at the meeting.

Also included are the minutes from recent Dresbach Township Board meetings. The items that may be of interest for the City Council are highlighted in yellow. The City Attorney will review the process for detachment with the City Council at the meeting.

The City Council may want to consider resolving the detachment of the property from the City prior to entering into an agreement to evaluate the roads in the development.

AGREEMENT

THIS AGREEMENT made as of the _____ day of _____, 2023, by and between City of La Crescent, a Minnesota Municipal Corporation existing under the laws of the State of Minnesota, ("City") and Apple Blossom Pointe Homeowners' Association, a Minnesota Nonprofit Corporation ("HOA").

WHEREAS, HOA owns real property located in the City of La Crescent, Winona County, Minnesota described on Exhibit A ("Real Property"). The Real Property is generally known as Ambrosia Court and Royal Court and is utilized as a private roadway providing access to residents within the Apple Blossom Pointe Subdivision;

WHEREAS, the roadway is owned and maintained by HOA;

WHEREAS, HOA has requested assistance from City in order to investigate the cost of potential repairs and/or replacement of the Real Property;

WHEREAS, City has obtained a quote for professional services from the City engineering firm ("WHKS") dated December 18, 2022 to conduct a feasibility study "Feasibility Study"). A copy of which is described on Exhibit B;

WHEREAS, HOA is requesting City retain the services of WHKS in order to complete a Feasibility Study.

NOW THEREFORE, for mutual promises contained herein and the sufficiency of which is hereby acknowledged and agreed to as follows:

1. **Request to Proceed.** HOA requests City to proceed with hiring of WHKS to complete the Feasibility Study. HOA grants City and WHKS permission to conduct the Feasibility Study including the eight (8) soil borings as described on Exhibit B.
2. **Engineering Fees Deposit.** Prior to City hiring WHKS, HOA agrees to deposit with City the amount of Six Thousand Seven Hundred Fifty 00/100 Dollars (\$6,750.00) representing Ninety Percent (90%) of the estimate on Exhibit B. City will assume the responsibility for the balance above Six Thousand Seven Hundred Fifty 00/100 Dollars (\$6,750.00).
3. **No Obligations to Proceed.** HOA agrees that City is under no obligation to HOA for any reason, including, but not limited to the following:
 - A. To perform any additional studies, prepare plans and specifications, follow any recommendations of the Feasibility Study, or take any action relating to the Real Property;
 - B. Make any repairs and/or replacement of the Real Property;
 - C. To take over the Real Property;
 - D. To provide any future maintenance of the Real Property;

4. Ownership of the Road. City's willingness to participate in this investigation shall not be considered in any manner to imply or be construed that City is exercising any ownership or control over the Real Property. At all times, ownership of the Real Property remains with HOA.

5. Joint Participation. Both City and HOA have participated jointly in the negotiation and preparation of this Agreement. Each party has had an opportunity to obtain the advice of legal counsel and to review and comment. No rule of construction shall apply against any party or in favor of any party. This Agreement shall be construed as if the parties jointly prepared it, and any uncertainty or ambiguity shall not be interpreted against one party in favor of another.

6. No Warranties. City makes no representations as warranties regarding the condition of the Real Property upon completion of the Feasibility Study done by WHKS.

7. Governing Law, Jurisdiction, and Venue. This Agreement shall be governed by, interpreted, and enforced under the laws of Minnesota, without giving effect to its conflict of laws provision. Any litigation between the Parties shall be conducted exclusively in the state and federal courts in Houston County, Minnesota, and any arbitration or similar proceeding shall be conducted exclusively at a location within such county and state. Each Party consents to the jurisdiction and venue of the courts described above.

8. Modification of Agreement. No modification of this Agreement shall be valid unless such modification is in writing and signed by the parties hereto.

9. Severability. All provisions of this Agreement are fully severable. If any provision is held to be illegal, invalid, or unenforceable under the present or future laws effective during the term of this Agreement then this Agreement will be construed and enforced as if such provision had never comprised a part of this Agreement and the remaining provisions of this Agreement will remain in full force and effect.

CITY OF LA CRESCENT

By: Mikel Poellinger
Its: Mayor

By: Bill Waller
Its: City Administrator

State of Minnesota, County of Houston

This instrument was acknowledged before me on this _____ day of _____, 2023, by Mikel Poellinger and Bill Waller, as Mayor and City Administrator of the City of La Crescent, a municipal corporation and existing under the laws of the State of Minnesota.

Notary Public

APPLE BLOSSOM POINTE HOMEOWNERS' ASSOCIATION

By: _____
Its: _____

By: _____
Its: _____

State of Minnesota, County of Houston

This instrument was acknowledged before me on this ____ day of _____, 2023, by
_____, as _____ and by
_____, as _____ of the Apple Blossom
Pointe Homeowners' Association, a Minnesota nonprofit corporation.

Notary Public

Drafted By:
Attorney Al Wieser, III
Wieser Law Office, P.C.
33 South Walnut Street, Suite 200
La Crescent, MN 55947

Exhibit A

ALL OF OUTLOT D, BLOCK ONE (1), APPLE BLOSSOM POINTE, A SUBDIVISION TO
THE CITY OF LA CRESCENT, WINONA COUNTY, STATE OF MINNESOTA.

#3.1

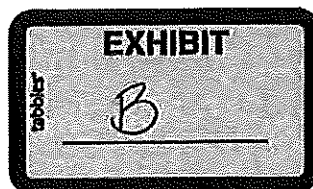


MEMORANDUM

TO: Honorable Mayor & City Council
FROM: Tim Hruska, P.E., L.S.
DATE: December 8, 2022
RE: Apple Blossom Point Roads Feasibility

Per City Council direction, we have reviewed the roads in Apple Blossom Point subdivision. We recommend the City Council complete a feasibility study to review options when considering the long-term ownership of the roadways. The homeowners association has submitted a quote from Mathy construction to overlay the roads. Upon conversations with Mathy, the provided quote was for a 2" bituminous overlay of the roads. It does not address underlying conditions that have led to the roadway not performing to its expected design life.

We recommend the City complete a feasibility study of the road. This will include 8 soil borings to five feet of depth. This will provide geotechnical data on the subgrade of the road and provide recommendations on construction techniques and materials to build the road to City standards. The study will also include expected construction costs.



whks

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, by and between City of La Crescent hereinafter referred to as the "Client" and WHKS & Co., hereinafter referred to as "WHKS", is made as follows:

WHEREAS, the Client has a need for certain professional services relating to the project described as **Apple Blossom Pointe Feasibility Study**.

WHEREAS, WHKS proposes to furnish the professional services required by the Client for said project,

NOW THEREFORE, the Client hereby agrees to retain and compensate WHKS to perform the professional services in accordance with the terms and conditions of this Agreement and the attached Standard Terms and Conditions.

Scope of Services

WHKS shall perform the following described services for the Client:

Feasibility Study

- Prepare a feasibility study for roadway improvements to Ambrosia Street and Royal Court
 - i. Recommendations of street structure and cross sections, street design, required permits and anticipated schedule.
 - ii. Geotechnical Engineering services will be performed by a subcontractor to WHKS under this contract. Geotechnical services to include soil borings, and geotechnical evaluation.
 - iii. An Engineer's Opinion of Probable Construction Costs
- Present report to Council.

Basis of Compensation

For the services described above, the Client shall remunerate WHKS as follows:

Billed Hourly with an Estimated Fee of \$7,500. Expenses billed at actual cost and mileage at the current published IRS rate per mile.

Executed this _____ day of December, 2022

City of La Crescent

By: _____
Printed Name: Bill Waller
Title: City Administrator

WHKS & co.

By: _____
Printed Name: Timothy A. Hruska
Title: Vice President

Dresbach Township
Regular Monthly Meeting
Tuesday, November 1, 2022 7:00pm
Dresbach Town Hall

Attending: Dave McCann, Brant Amble, Nick Erdmann, Ryan Ottinger, Bruce Nordeen, Janice Hoeschler, Mariel Carlisle

Green sheets are available for addressing the Board

Meeting called to order at 7:00pm and recited the Pledge of Allegiance

GUESTS:

APPROVE MINUTES: Review Regular meeting minutes 10/4/2022: Brant makes a motion to approve the regular monthly minutes from 10/4/2022 as written, Nick 2nd, vote 3-0 passes.

Clerk/Treasurers Report:

- Presented Treasurers report for October to the Board for filing. No discrepancies to report.
- Accounts Payable: Nick makes a motion to approve all payables, Brant 2nd, vote 3-0 passes
- November election: Tuesday, November 8, 2022 at the Dakota Community Center from 7:00am-8:00pm.
- Transfer of funds: Kim informed the Board that the Fire Fund is at a negative and it needs to be at zero or above. She suggested to transfer funds (\$13,494.24 from the Capital Fund) to bring the Fund to zero. Dave made a motion to approve the amount of \$13,494.24 from the Capital Fund to the Fire Fund, Nick 2nd, vote 3-0 passes. Kim also suggested also to transfer money from the ARPA Fund (\$8761.90) to the Capital Fund. Dave made a motion to transfer \$8761.90 from the APRA Fund to the Capital Fund, Nick 2nd, vote 3-0 passes

Maintenance Business: Currently working on Winter prep for Town Hall and the Park. Tried to purchase the new door for Town Hall, but Home Depot would not accept the check as issued. Kim has VOIDED the check and filed. Currently waiting for the piece for the truck. The back door at Town Hall is rotten and needs to be replaced. Dave made a motion to approve \$500.00 for new back door, Nick 2nd, vote 3-0 passes

Old Business:

- Bathrooms at Park (grant): Should have everything now to move forward with the on-line permitting from the County. Kim will work on this next week.
- Boat Landing (grant): Currently scheduled for Wed, Nov 16th. Will put out proper notice at the landing a week before to notify the public that the landing will be closed.
- Culvert Old Mill/Waas Valley/Old Hickory Rd: Hoping it happens yet this year. Also need to address Waas Valley (near Henderson's" and Old Hickory (near Wellendorf's) Need to coordinate with Zenke. Discussed whether or not we should look for new contractor? Decided will wait for Zenke.
- Siding at Town Hall: Received one new bid. The Board asked to have the first bid revised to see if the pricing would change. Nick made a motion to approve the 2Brothers contractor bid if the pricing is reduced by removing tear off and dumpster, Brant 2nd, vote 3-0 passes
- Mulder Drainage issue: County Road Dept has been notified of the need to correct this issue. Leave on the agenda to follow up again if needed.
- LEGAL ISSUES: Attorney Ryan has moved forward with the next step to try and retrieve the deposit money from Grassroots Design. She was not successful with letters sent via USPS certified mail.
- Snow Plowing back-up: Ledebuhr was not able to be the Township back-up contractor for snow removal. Will inquire with Paul Dawson and Kevin Buehler to give a bid.

Dresbach Township
Regular Monthly Meeting
Tuesday, November 1, 2022 7:00pm
Dresbach Town Hall

(continue page 2)

New Business:

- La Crescent tax parcels: Discussed with the Board, regarding an inquiry from the City of La Crescent resident, wishing to possibly "detach" from the City. The residents would like to address the Board at the December 6th meeting to discuss the process. Currently, the City of La Crescent does not provide an services to these residents.
- Xcel road damage-Queens Cove: There was road damage done during the replacement of utility poles. Kim has forwarded pictures to Xcel claims department. Ryan will work up pricing to repair area. Board discussed and agreed that the damage was minor and that the Township should be able to repair.
- Friends of Dresbach signage: Discussed the approved location and the idea that the FOD would like a possible alternate location. Dave and Kim went out and measured all locations to identify road right-of-way and where signage would be placed. The Board agreed that the approved site is still the favorable location and will not consider any alternate locations. FOD also is planning an event at the park on Friday, November 18th at 6:30pm for "lighting of the park". FOD asked for money to help with expenses for cider, lights and other needs. Board explained that there are no other funds available at this time in the Park fund. It was suggested to add/increase the budget at the Annual meeting for "events".
- Credit Card increase: Kim requested the Board to consider increasing the CC limit from \$5000.00 to \$10,000.00. Due to large purchases recently, it has been problematic to obtain item due to the low credit limit. To avoid future inconveniences, this seems to be the easiest option. BMO requires the Town to reapply for the increase. Brant makes a motion to approve an increase to the Township credit card to \$10,000.00, Nick 2nd, vote 3-0 passes

From the Floor:

- MATIT insurance coverage: Kim is concerned that the Township is not properly covered with the current policy. She will be meeting with MATIT on Wednesday to review coverage of existing property, add "crime" coverage and any other areas that are missing.
- New Dresbach Parcels: Kim updated the Board that she found a new parcel added to Dresbach. She has inquired with the County to provide her an updated list of parcels.

Meeting adjourned at 8:16pm

Respectfully submitted,
Kim Low 11/8/2022

Approved by:

Chairman

Witnessed:

Clerk

Dresbach Township
Regular Monthly Meeting
Tuesday, December 6, 2022 7:00pm
Dresbach Town Hall

Attending: Dave McCann, Nick Erdmann, Brant Amble, Kyle Adamski, Joe Dockendorff, Kerry Brinkman, Jeff Merrill, Jay Low, Bruce Nordeen

Green sheets are available for addressing the Board

Meeting called to order at 7:00pm and recited the Pledge of Allegiance

GUESTS: Joe Dockendorff-City of La Crescent resident to address the Board about detaching from the city and coming back to Dresbach Township. Discussed current road condition, offered an alternate for road bids, discussed parcels owned by the city and fire protection.

APPROVE MINUTES: Review Regular meeting minutes 11/1/2022 regular meeting and 11/15/2022 Board of Canvass: Nick makes a motion to approve the regular monthly minutes from 11/1/2022 and Board of Canvass minutes as written, Brant 2nd, vote 3-0 passes.

Clerk/Treasurers Report:

- Presented Treasurers report for November to the Board for filing. No discrepancies to report.
- Accounts Payable: **Brant makes a motion to approve all payables, Nick 2nd, vote 3-0 passes**
- Bank collateralization: Updated the Board that Bank of America will no longer cover the Township collateralization. Looking at changing over to The Bank of New York Mellon. **Brant made a motion to approve the new bank, Nick 2nd, vote 3-0 passes**
- Election update: Brant was elected to seat A and Jay Low was elected for seat C. Jay will take office at the January 3, 2023 meeting.
- Reorganizational meeting: proposed to hold this meeting on Tues, Jan 3, 2023 before the regular monthly meeting.
- July 4th: July regular meeting date falls on the 4th of July this year. Propose to move the meeting to Wednesday, July 5th at 7:00pm

Maintenance Business: Nothing to report

Old Business:

- Bathrooms at Park (grant): Still working on. Having issues with the on-line permitting
- Boat Landing (grant): Landing repairs are done
- Culvert Old Mill/Waas Valley/Old Hickory Rd: Discussed whether Zenke wants to do these jobs or not? Suggestion came in for Bennett Brothers? Will send an email to Travis to inquire for 2023.
- Siding at Town Hall: Bid came back with adjustments. Ok to move forward. Need to get revised contract with down payment terms and certificate of liability.
- LEGAL ISSUES: Attorney Ryan has moved forward with the next step to try and retrieve the deposit money from Grassroots Design.
- Snow Plowing back-up: Kevin Buehler said he doesn't have the extra time right now to do any extra work. Diversified was awarded the back-up blow contractor.
- Xcel road damage: Tabled
- Insurance coverage: Need replacement estimates for the structures at the park. Will ask Diversified if they can provide that? Discussed the "volunteer waiver" that is required by our insurance and have attorney approve.
- Credit Card increase: working on

Dresbach Township
Regular Monthly Meeting
Tuesday, December 6, 2022 7:00pm
Dresbach Town Hall

(continue page 2)

New Business:

- La Crescent tax parcels: Discussed further some of the information provided at the beginning of the meeting regarding 20+ parcels detaching from the City of La Crescent back to Dresbach Township. Dave made a motion to allow those parcels back to Dresbach Township if willing, Brant 2nd, vote 3-0 passes
- Old Mill Rd parking issues: Discussed the violation of one septic pumping company that continues to park/block Old Mill Rd. This is a violation of Dresbach Ordinance #3 and is enforceable by Winona County Sheriff's Dept. Kim did speak to the Sheriff and citations will be issued if this continues. Suggested writing a letter to the resident and the pumping service.
- Interior Painting bids: Discussed finishing the painting in Town Hall. Due to health and time availability, Kim won't be able to finish the work. Will seek out some bids. Suggested Jerry Schomer's or Standton (Dakota)
- Dakota Fire Dept: Discussion about Dakota looking to purchase a new tanker for the Fire Dept. Dakota is going to be asking Dresbach to help pay for the new truck. Kim sent an email out to Dakota asking about grant writing for funds, ARPA monies and Winona County grant money.

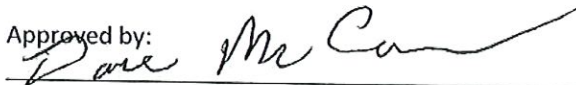
From the Floor:

- Mowing Contract 2023: Discussed the new contract for mowing. Cost per week went up \$10. Dave made a motion to approve the contract for 2023, Brant 2nd, vote 3-0 passes
- Thank you to Nick Erdmann for his years of service to Dresbach Township and welcome to Jay Low that will be taking his seat in 2023.

Meeting adjourned at 8:41pm

Respectfully submitted,
Kim Low 12/20/2022

Approved by:


Chairman

Witnessed:


Clerk

#3.3



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: February 9, 2023
RE: Personnel Committee Recommendations

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

1. That the City Council accept Paul Theede's resignation from the Fire Department. A letter from the Fire Chief regarding this recommendation is included.
2. That the City Council authorize the internal posting of the Corporal position in the Police Department. A staffing recommendation will be presented to the City Council at a future meeting. A letter from the Chief of Police regarding this recommendation is included.



La Crescent Fire/Rescue

To: Personnel Committee
La Crescent City Council
Bill Waller – City Administrator
From: Chief Tom Paulson
Date: 1/13/2023

RE: Fire Fighter resignation

Paul Theede has tendered his resignation from the position of Fire Fighter/First Responder. The department accepts his resignation effective January 24th, 2023.

Sincerely,

Tom Paulson
Fire Chief
La Crescent Fire Department

CITY OF LA CRESCENT

Department of Police

Chief Luke M. Ahlschlager



January 19, 2023

Honorable Mayor and City Council Members

City Administrator Bill Waller

Re: Internal department posting of Police Corporal position

On November 28th, 2022 the La Crescent City Council approved the 2023-2025 LELS (Police) Union #120 contract. The approved contract included the new position of Police Corporal.

The Police Corporal job description will be posted internally within the La Crescent Police Department and officers who meet the qualifications may apply. The potential promotion process will conclude after an oral interview of all qualified candidates.

The potential appointee will be subject to completion of a standard one-year probationary period, per LELS Union Contract.

I respectfully request permission to begin the process.

Any questions or if you would like to see the job description posting, please let me know.

Sincerely,



Luke Ahlschlager
Chief of Police

#3.4

CITY OF LA CRESCENT

Department of Police

Chief Luke M. Ahlschlager



January 19, 2023

Honorable Mayor and City Council Members

City Administrator Bill Waller

Re: EO Johnson Locknet (IT Support) non-compliance with the La Crescent Police Department's 2022 Triennial NCIC (National Crime Information Center) Audit conducted by the Minnesota Bureau of Criminal Apprehension (BCA) and the Federal Bureau of Investigation (FBI).

In early June of 2022, I was informed by the BCA that the La Crescent Police Department was scheduled for a NCIC audit, comprised of four components:

1. Administrative Audit (ADM)
2. Criminal History Audit (CH)
3. Hot File Audit (HF)
4. Information Technology Security Audit (ITSA)

My staff and I immediately began work on the audit as we had an end of July due date. We were able to successfully complete and were found in compliance of the ADM, CH, and HF audits.

On June 30th, 2022 I officially received the ITSA audit assignment from the BCA auditor and started immediate work on it. Upon completion, I submitted it and was found to be non-compliant based mainly on technical aspects related to the city's IT company, **Locknet**. I began contacting Locknet's Security Team members for assistance with the non-compliance issues. I received untimely and inadequate responses from Locknet Security Members.

On July 18th, 2022 I received an email from an FBI CJIS Division Auditor notifying me they would be conducting their own ITSA audit on the La Crescent Police Department. The CJIS Division of the FBI would be evaluating compliance with policy requirements with access to and use of CJIS systems and data. Note: The reason for the FBI audit was because the FBI was in the process of auditing the BCA, in which the FBI selects agencies the BCA was in the process of or had already audited.

In preparation for an "on-site" audit meeting with the FBI auditor on August 29th, I was to complete a 23-page questionnaire. On July 29th, 2022 I completed the questionnaire and emailed it to the FBI auditor.

CITY OF LA CRESCENT

Department of Police

Chief Luke M. Ahlschlager

The scheduled "on-site" FBI audit meeting was changed to an online Microsoft Teams meeting and a member of Locknet Security participated.

After the online meeting, the FBI auditor completed their audit and as with the BCA audit findings, the FBI found four areas of non-compliance.

The final non-compliance finding was the following:

- 1. Private Contractors: Ensure the Criminal Justice information Services (CJIS) Security Addendum is adequately documented, implemented, and signed with all private contractor personnel. (This was a finding during the previous two cycles.)**

Audit Finding: The following local agency received information technology services from their respective private contractors. No CJIS Security Addendums were signed and maintained for all unescorted private contractor personnel performing criminal justice functions: **Locknet**

- 2. Personnel Security: Ensure all unescorted personnel with access to unencrypted criminal justice information (CJI) are fingerprinted, including those individuals with unescorted access to physically secure locations or controlled areas.**

Audit Finding: The following local agency did not fingerprint all personnel with unescorted access to CJI: **Locknet**

- 3. Security Awareness Training: Ensure all security awareness training requirements of the CJIS Security Policy are documented and implemented.**

Audit Finding: The following local agency did not ensure personnel, who managed or had unescorted access to CJI, received security awareness training: **Locknet**

- 4. Encryption: Ensure CJI transmitted or stored outside the boundary of the physically secure location is immediately protected via encryption to comply with CJIS Security Policy requirements. (This was a finding during the previous two cycles.)**

Audit Finding: The following local agency did not encrypt all network segments which access or transmit CJI with at least 128-bit National Institute for Standards and Technology (NIST) certified encryption to comply with the Federal Information Processing Standard (FIPS) 140-2 requirement: The agency did not encrypt all network segments which access or transmit CJI with at least 128-bit certified encryption to comply with the FIPS 140-2 requirement. Specifically, information system backups were not encrypted to the NIST FIPS certification. Furthermore, the agency was disseminating CJI to outside agencies via e-mail. Neither e-mail contents nor the network segment was encrypted with at least 128-bit NIST FIPS certified encryption. **Locknet**

CITY OF LA CRESCENT

Department of Police

Chief Luke M. Ahlschlager

From August 29th through September 14th I repeatedly requested Locknet to assist me with meeting the BCA/FBI Audits standards and come in compliance.

It took until November 8th, 2022 for the Locknet Security Team to provide their response which was again untimely, inadequate, and received the following response from the BCA auditor Jana Hein:

Hello Chief Ahlschlager,

After our call this morning, I discussed this matter with our Deputy Director. She indicated since Locknet has not signed a Security Addendum (SA) they are not allowed to provide IT services to your agency. They must comply with this FBI requirement (FBI CJISSECPOL Section 5.1.1.5). If they do not sign the SA, you must terminate your contract with them. Are they willing to sign the SA with your agency?

Regarding the previously attached memo; I haven't provided the specific responses to the compliance areas yet since I'm not sure if they have intentions of signing the SA. I am more than happy to provide the requirements for compliance but didn't know if that was necessary if you'll be removing their services.

If needed, we are more than happy to meet with both your agency and Locknet to provide guidance and discuss these requirements. Please advise how you wish to proceed.

Thank you,

Jana (BCA Auditor)

I continued to contact Locknet asking them to work with the BCA audit team regarding the out-of-compliance issues. I continued to receive untimely and inadequate responses.

On December 1st, 2022 I received an email from the BCA CJIS System Agency Information Security Officer Jodie Monette restating the police department's non-compliance and to provide her with an action statement response by no later than January 17, 2023. This email was immediately forwarded to City Administrator and Locknet Security Members.

On December 6th, 2022 city staff, including City Administrator Bill Waller and I, met formally at city hall with Locknet Representative Chad Minkel. We provided him with our grievances, notably the police department's ITSA audit.

Finally on January 9th, 2023 a Microsoft Teams meeting was held with several high-ranking members of Locknet, the BCA Security Officer Jodie Monette, BCA auditor Jana Hein and myself. Ms. Monette explained to Locknet, in detail, what they needed to do to comply as an IT service vendor for the La Crescent Police Department. Ms. Monette recommended Locknet enroll in the BCA Vendor Vetting Program. Locknet advised they would take the recommendations under consideration.

On January 17th, 2023 I received a call from Locknet Division President, Kris Kilgard. Mr. Kilgard advised that after review it was determined Locknet would not be able to comply with the ITSA and in turn would not be able to provide the La Crescent Police Department with BCA/FBI approved vendor IT support. Mr.

CITY OF LA CRESCENT

Department of Police

Chief Luke M. Ahlschlager

Kilgard indicated he understood if the city would have to go in another direction and vowed to support any future transition.

I informed City Administrator Bill Waller of my conversation with Mr. Kilgard. After discussion, I began researching other IT Companies who would be able to provided services to the City of La Crescent, and of course, BCA Vendor approved services to the La Crescent Police Department.

Throughout the audit process, I've have maintained constant communication with the BCA Audit team which of course includes Ms. Monette and Ms. Hein. I informed Ms. Monette of Locknet's decision not to enter the BCA Vendor Program to be able to provide vetted service that the police department needed. Ms. Monette sent me a list of approved BCA approved IT Service Vendors and advised I still needed to provide her with my action statement response.

On January 20th, I provided the following response:

1. Private Contractor, security addendum – The BCA, Locknet, and the La Crescent PD had a meeting where the FBI CJIS Security Policy requirements were explained. Locknet cannot and will not meet FBI CJIS Security Policy requirements. La Crescent PD will be terminating their contract with this vendor immediately, once a new vendor is found and contracted with. Time Frame to address Feb 28, 2023 this will be done.
2. Personnel Security, fingerprinted – The BCA, Locknet, and the La Crescent PD had a meeting where the FBI CJIS Security Policy requirements were explained. Locknet cannot and will not meet FBI CJIS Security Policy requirements. La Crescent PD will be terminating their contract with this vendor immediately, once a new vendor is found and contracted with. Time Frame to address Feb 28, 2023 this will be done.
3. Security Awareness Training, – The BCA, Locknet, and the La Crescent PD had a meeting where the FBI CJIS Security Policy requirements were explained. Locknet cannot and will not meet FBI CJIS Security Policy requirements. La Crescent PD will be terminating their contract with this vendor immediately, once a new vendor is found and contracted with. Time Frame to address Feb 28, 2023 this will be done.
4. Encryption item - The following local agency did not encrypt all network segments which access or transmit CJI with at least 128-bit National Institute for Standards and Technology (NIST) certified encryption to comply with the Federal Information Processing Standard (FIPS) 140-2 requirement: The agency did not encrypt all network segments which access or transmit CJI with at least 128-bit certified encryption to comply with the FIPS 140-2 requirement. Specifically, information system backups were not encrypted to the NIST FIPS certification. Furthermore, the agency was disseminating CJI to outside agencies via e-mail. Neither e-mail contents nor the network segment was encrypted with at least 128-bit NIST FIPS certified encryption. La Crescent PD will work with the new vendor to address encryption of network segments, system backups, and address email encryption. Time Frame to address June, 2023 this will be done.

CITY OF LA CRESCENT

Department of Police

Chief Luke M. Ahlschlager

I reached out to several BCA Vendor approved IT Companies who would be willing to take on, not only the La Crescent Police Department but all city government. I received bids/sample contracts from the following two companies:

1. Morris Electronics – 10 month contract; approximately \$15,000 - \$20,000
2. Solution Builders – 10 month contract; approximately \$50,000 - \$70,000
3. EO Johnson Locknet – 10 month contract; approximately \$50,000 - \$70,000

The bids/contracts were shared with city administration and were also compared to the service cost the city was paying for EO Johnson-Locknet services.

Based on high recommendations and lower costs, I propose contracting with Morris Electronics to be our next IT vendor.

Thank you for your consideration.

Respectfully,



Luke M. Ahlschlager
Chief of Police
La Crescent Police Department

#3.5



To: City Council

From: Jason Ludwigson, Sustainability Coordinator

Date: 02/02/2023

Re: Review Solar Proposals

The city issued a Third-Party Solar Request for Proposals on July 22nd, 2022 for the Ice Arena and Aquatic Center. On October 5th 2022 the city received three proposals for solar PV systems on these two premises. The city council adopted a motion for the city attorney to review the proposal from iDeal Energies at the November 28th, 2022 meeting. Since that meeting we have learned that the Inflation Reduction Act contains a direct pay provision for the ITC - 30% solar tax credit. That new provision changes the calculations for how these solar proposals could be funded. We would recommend that the city council reject the existing proposals and authorize a new RFP which includes information about the direct pay provision for the ITC in the RFP.

#3.6



TO: Honorable Mayor and City Council Members

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: January 18th 2023

RE: Planning Commission meeting minutes January 10th 2023

Attached for your review are the minutes from the January 10th meeting of the Planning Commission. The Planning Commission elected Greg Husmann as chair and Michael Welch as vice chair. Included in the minutes are conditions and findings adopted with the motion for the conditional use permit at 1120 South Oak Street. Currently the property at 1120 South Oak Street is zoned C-1 commercial. The proposed Conditional Use Permit would allow the use of the space as a school.

MINUTES, REGULAR MEETING
PLANNING COMMISSION, CITY OF LA CRESCENT, MINNESOTA
JANUARY 10th 2023

The Planning Commission met at 5:30 p.m., on January 10th, 2023 in the City Council Chambers at City Hall. Upon a roll call taken and tallied by the Sustainability Coordinator, the following members were present: Greg Husmann, Dave Coleman, Ryan Stotts, Dave Hanifil, Chris Langen, and Jerry Steffes. City Sustainability Coordinator, Jason Ludwigson and City Attorney Skip Wieser were also present. Member Mike Welch was absent. City Council representative Cherryl Jostad was present.

Members recited the Pledge of Allegiance.

Item 4. Approval of November 1st 2022 Meeting Minutes

Jerry Steffes noted that his votes for the EV ordinance were missing and the motion to table the draft ordinance regulating mobile food units. Jerry Steffes made a motion to accept the minutes from the November 1st meeting with the corrections listed above. Chris Langen seconded the motion.

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

Greg Husmann	Yes
Ryan Stotts	Yes
Chris Langen	Yes
Jerry Steffes	Yes
Dave Coleman	Yes
Dave Hanifil	Yes

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

Item 5. Election of Chair and Vice Chair

Dave Hanifil made a motion to nominate Greg Husmann as chair of the planning commission.

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

Ryan Stotts	Yes
Chris Langen	Yes
Jerry Steffes	Yes
Dave Coleman	Yes
Dave Hanifl	Yes

and none voted against the same. Greg Husmann abstained from the vote. The motion was declared duly carried.

Greg Husmann made a motion to nominate Dave Coleman as vice-chair of the planning commission. Dave Coleman declined the nomination. Chris Langen nominated Jerry Steffes for vice-chair of the planning commission. Jerry Steffes declined the nomination. Jerry Steffes nominated Mike Welch as the vice-chair of the planning commission.

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

Greg Husmann	Yes
Ryan Stotts	Yes
Chris Langen	Yes
Jerry Steffes	Yes
Dave Coleman	Yes
Dave Hanifl	Yes

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

Item 6. Review of bylaws, code of conduct, and social media policy

Attorney Wieser reviewed the bylaws, code of conduct, and social media policy.

Item 7. Public Hearing on Conditional Use Permit for 1120 South Oak Street

At 5:45 Chair Husmann opened the public hearing for the on the Conditional Use Permit application for 1120 South Oak Street. Jason Ludwigson reviewed the staff report for the conditional use permit with the planning commission. South Oak Street Properties and the La Crescent Montessori Academy would like to rent additional space from South Oak Street Properties. The Montessori Academy currently occupies approx. 75% of 1116 South Oak Street and approx. 40% of 1120 South Oak Street. Currently the property at 1120 South Oak Street is zoned C-1 commercial. The proposed Conditional Use Permit would allow the use

of the space as a school. The Montessori Academy would like to rent approx. 2,600 sq.ft. from South Oak Street. Public comments were received by Paul Siegresma related to the CUP for 1120 South Oak Street. Chair Husmann closed the public hearing at 5:56. Discussion by the commission followed.

Dave Hanifil made a motion to recommend granting a Conditional Use Permit for 1120 South Oak Street with the conditions and findings listed below. Chris Langen seconded the motion.

Conditions:

- 1) This CUP is conditionally approved pursuant to Chapter 12, ZONING ORDINANCE of the City of La Crescent, Minnesota, Section 12-06, Conditional Use Permits and the use shall be as set forth in accordance with the application and plans attached and associated to this case and all the provisions of the zoning ordinance and city codes applicable to this case.
- 2) That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.
- 3) The Fire Marshall approves use of the building.
- 4) The applicant shall obtain any necessary building permits for construction in the rented space.

Findings:

- 1) The use will not cause traffic hazards or congestion.

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

Greg Husmann	Yes
Ryan Stotts	Yes
Chris Langen	Yes
Dave Coleman	Yes
Dave Hanifl	Yes
Jerry Steffes	No

Item 8. Review Draft Ordinance Regulating Mobile Food Units and Short-Term Rentals

Attorney Wieser reviewed a draft ordinance regulating mobile food units and short-term rentals. The city council provided input on the ordinances. The council directed the city administrator and city attorney to updated the two ordinances and bring them back for review at a later date. Discussion by the commission

followed. Attorney Wieser will provide the updated copies of the ordinances to the planning commission for review and comment.

Jerry Steffes made a motion to close the public meeting from November 1st 2022 on short-term rentals and recommend the city council move forward with review of the short-term rental ordinance. Chris Langen seconded the motion.

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

Greg Husmann	Yes
Ryan Stotts	Yes
Chris Langen	Yes
Dave Coleman	Yes
Dave Hanifl	Yes
Jerry Steffes	Yes

Item 9. Updates from the city council by Cherryl Jostad

Cherryl provided an update on city council actions that would be relevant to the planning commission.

Members agreed to the next Planning Commission meeting date of February 7th, 2023 at 5:30 p.m. The meeting duly adjourned at 6:16 PM.

#3.7



To: City Council

From: Jason Ludwigson, Sustainability Coordinator

Date: 02/02/2023

Re: Adopt-a-drain program

The City of La Crescent has been a part of the Adopt-a-Drain program for the last year. The program has been successful in both La Crescent and Statewide. Statewide this year, 1,569 new participants adopted 3,082 additional storm drains. In August at the State Fair exhibit, the program passed a big milestone: more than 10,000 Minnesota residents have adopted storm drains! The Adopt-a-Drain program is an important piece of the cities continued efforts at public education and outreach to reduce stormwater pollution. I will be in attendance at the meeting to review the annual report with the council.

ADOPT
A STORM
DRAIN



2022
ANNUAL REPORT
La Crescent



We're Making a Difference!

20

participants
2022

24

drains adopted
2022

22

participants
TOTAL

26

drains adopted
TOTAL

Drain Cleaning & Collection Data

16 La Crescent participants reported cleanings, which represents 72.7% of all La Crescent participants.

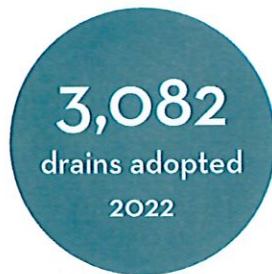
La Crescent participants collected 59.5 lbs of debris from their adopted storm drains in 2022.

Debris Type	Amount (lbs)
Brown leaves	43.7
Grass and green leaves	5.0
Sediment and dirt	10.7
Trash	0
Salt	0



Month	New participants	Drains adopted	Debris collected (lbs)	Time spent (hrs)
January			0.0	0.5
February			0.0	0.3
March				
April	6	8	1.6	0.3
May	1	1	1.6	0.1
June	5	5	1.2	0.2
July	7	9	3.5	0.4
August			5.0	0.3
September			0.2	0.1
October			9.4	0.6
November			37.0	1.1
December	1	1		
TOTALS	20	24	59.5	3.9

Minnesota Data



3,367 Minnesota participants reported cleanings this year, which represents 32.4% of all participants in the state.

Minnesota participants collected 124,936.4 lbs of debris from their adopted storm drains in 2022.

Debris Type	Amount (lbs)
Brown leaves	78,962.9
Grass/green leaves	4,877.4
Sediment/dirt	36,929.3
Trash	3,775.9
Salt	390.9

Month	New participants	Drains adopted	Debris collected (lbs)	Time spent (hrs)
January	24	32	7,524.1	246.4
February	35	274	6,602.8	267.8
March	146	308	5,264.0	202.9
April	159	347	12,437.4	244.0
May	123	307	10,452.6	214.1
June	96	203	7,927.4	210.1
July	97	190	5,362.5	145.8
August	319	474	4,981.4	132.7
September	333	510	5,012.7	131.7
October	142	241	15,112.1	345.8
November	65	149	37,509.2	890.1
December	30	47	6,750.3	332.3
TOTALS	1,569	3,082	124,936.4	3,363.7

#3.8



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: February 9, 2023
RE: Wieser Pavilion Bids

In October of 2022 the following bid was received for the Wieser Park Pavilion Improvement Project:

- Wieser Brothers General Contractors - \$622,500.00, with an in-kind donation of \$226,300.00

We are suggesting that the City Council approve the bid submitted by Wieser Brothers General Contractors for the Wieser Park Pavilion Project, contingent upon obtaining all of the required State approvals and the issuance of a building permit.

We are also suggesting that the City Council approve change order number 1 for the project, at an additional cost of \$118,962. The change order includes the following items:

- The addition of 3 overhead doors.
- The addition of 2 furnaces.
- Increasing the size of the structure by approximately 700 square feet.
- A change in the roof trusses to that of a vaulted ceiling.
- Additional design/architectural fees.

For City Council information, to date the City has received \$530,935.37 in donations towards the improvement project.

#3.9



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator
DATE: February 8, 2023
RE: Heart Safe Community Designation

Attached for review and consideration by the City Council is information from the Minnesota Department of Health regarding the Heart Safe Community Designation program. Mayor Poellinger will review this with the City Council at the meeting.



Heart Safe Community Designation

TOOLKIT

A Partnership of the Minnesota Department of Health, the American Heart Association, and the Minnesota Resuscitation Consortium



**American
Heart
Association.**



**MN Resuscitation
Consortium**

UNIVERSITY OF MINNESOTA
Driven to Discover™

Heart Safe Advisory Committee

Minnesota Department of Health

American Heart Association – Minnesota Affiliate

Minnesota Resuscitation Consortium

The Heart Safe Advisory Committee is composed of individuals from across the state, representing public safety agencies, health care systems, community programs, educational institutions, and other non-profit groups. The Advisory Committee meets quarterly and is responsible for providing liaison to communities pursuing designation and decisions regarding new designation programs. The committee reviews and approves applications as they are received to ensure that communities receive a timely reply.

The committee does not endorse or support any particular product or program. Vendors are welcome to support their local community in becoming Heart Safe.

Table of Contents

What is a Heart Safe Community? 4

Frequently Asked Questions 6

Resources 8

Application Information for Heart Safe Designation 9

Steps to Become Heart Safe Designated 10

Letter of Intent.....12

Heart Safe Designation Requirements..... 13

What is a Heart Safe Community?

If someone in your community, at your business or on your campus suffers a sudden cardiac arrest (SCA) tomorrow, how likely is he or she to survive due to rapid access to life saving treatment?

How many residents and public safety officials in your community can recognize the symptoms of cardiac arrest and know to help “on the way, right away?”

How many people who live, work and play in your community, business or campus can recognize the signs of cardiac arrest and know how to help?

Do all of your buildings, auditoriums and meeting areas have effective emergency response plans?

How many public AEDs are available and are ready in case of an emergency?

The answers to these questions bring forth the importance of becoming Heart Safe Designated. The answers to these questions could determine whether or not your community qualifies as a Heart Safe Community. The mission of the Heart Safe Community Designation is to help communities, businesses, and campuses evaluate their readiness for cardiac events. It includes evaluation, planning and development of new awareness, CPR & AED training, and AED location information. Heart Safe Designation is the original program with a focus on overall community development. This program is supported by the Minnesota Department of Health and American Heart Association – Minnesota Affiliate and aims to help communities, businesses, and campuses improve the chances that anyone suffering a sudden cardiac arrest will have the best possible chance for survival. Through the Heart Safe Designation program, a community, campus, or business site can strengthen what the American Heart Association has called the “chain of survival,” which has five critical steps.

Early Access to Emergency Care

- Bystanders recognize the symptoms of cardiac arrest and call 9-1-1 immediately.
- EMS dispatchers are equipped with instructions for the caller.

Early CPR

- Early hands-only CPR buys precious minutes until a defibrillator is available, increasing the chances of effective defibrillation.
- Tools are available to assist untrained individuals in performing hands-only CPR.

Early Defibrillation

- Early Defibrillation is the most critical link in the chain of survival.
- AEDs are light-weight, sturdy and easy to use by anyone.
- AEDs should be available for public use and emergency ready.

Early Advanced Care

- Basic and Advanced care provided by EMS is critical to the survival of cardiac arrest victims.

Post-Cardiac Arrest Care

- Post resuscitation care at an appropriate ACLS facility followed by cardiac rehab is an integral step in Sudden Cardiac Arrest long-term survival and recovery.

The first three links in the chain of survival are also the most important and happen with the public!

Frequently Asked Questions

Who can apply to be a designated Heart Safe Community?

Any municipality, county, business or campus is eligible to apply for the Heart Safe designation. Requirements are determined by geographic locations or business/campus size and average daily population.

Is there an application fee?

While there is no application fee, there are often costs associated with meeting the criteria to become a Heart Safe Community. Cost will vary depending on the size and needs of your site (i.e. Cardio-Pulmonary Resuscitation (CPR) training and equipment or Automatic External Defibrillator (AED) placement). A proper assessment of your community will determine the needs.

Why should my community be designated as Heart Safe?

Communities which have been designated as Heart Safe have a documented increase in bystander CPR rates, bystander use of an AED and increased survival rate of Sudden Cardiac Arrest.

When are Heart Safe Community applications due?

Applications can be submitted to the Heart Safe Advisory Committee at any time. Applications are reviewed and referred for designation on a quarterly basis.

Will an AED always resuscitate someone in Cardiac Arrest?

Unfortunately, NO. However, most SCA's are due to a chaotic heart rhythm and the only effective treatment is early defibrillation along with CPR.

Is the AED safe to use?

Absolutely! An AED is safe to use by anyone. If you can turn it on, you can use it. They are designed with multiple safeguards and warnings. You can receive training by attending most CPR classes or specific unit training if there is an AED at a site you frequent.

Is there any protection for public bystanders that administer CPR/AED?

State of Minnesota Statutes 2018, Section 604A.01 (www.revisor.mn.gov/statutes/cite/604A.01), the Good Samaritan law, specifies both the duty to act and general immunity from liability. The general immunity from liability covers the basic care rendered at an emergency scene and includes the use of an AED.

Can anyone buy an AED?

Yes. However, AEDs are manufactured and sold under guidelines approved by the FDA. . Current FDA rules require a physician's prescription to purchase most AEDs. [State of Minnesota Statutes 2015, Section 403.51 \(www.revisor.mn.gov/statutes/cite/403.51\)](#) requires that AEDs are registered with a maintenance program. There are free options for this available online.

Do I have to purchase and AED from someone specific?

There are many AED manufacturers and models on the market and vendors available to assist finding the best AED to fit your needs. The Heart Safe Advisory Committee does not endorse or support any single particular product or program.

Resources

National Resources

American Heart Association.....	www.heart.org
American Red Cross.....	www.redcross.org
Anyone Can Save a Life.....	www.anyonecansavealife.org
Be the Beat (American Heart Association).....	bethebeat.heart.org
Hands Only CPR (American Heart Association)	www.handsonlycpr.org
Heart Rhythm Society.....	www.heartrhythmsociety.org
National Center for Early Defibrillation.....	www.early-defib.org
Parent Heart Watch.....	parentheartwatch.org
Sudden Cardiac Arrest Association.....	suddencardiaccarrest.org
Sudden Cardiac Arrest Foundation.....	www.sca-aware.org
Take Heart America	takeheartamerica.org
Citizen CPR Foundation.....	citizencpr.org
Pulse Point AED App.....	www.pulsepoint.org/pulsepoint-aed

Minnesota Resources

Allina Health Heart Safe.....	www.allinahealth.org/heartsafe
Minnesota Resuscitation Consortium.....	www.mrc.umn.edu
Minnesota AED Registry	minnesota.nationalaedregistry.com
Minnesota Sudden Cardiac Arrest Survival Network.....	mnsacasurvivor.net
North Memorial Health Ambulance	northmemorial.com/specialty/ambulance/

AED Resources

Cardiac Science	www.cardiacscience.com
Defibtech	www.defibtech.com
Philips	www.usa.philips.com/healthcare
Heartsine	heartsine.com
Zoll.....	www.zoll.com

Application Information for Heart Safe Designation

Overview

The Minnesota Department of Health (MDH), the American Heart Association-Minnesota (AHA), and the MN Resuscitation Consortium (MRC) encourage and promote community/business/campus-wide awareness of the potential for saving the lives of sudden cardiac arrest victims through the use of CPR (cardiopulmonary resuscitation) and increased public access to defibrillation. The Heart Safe project is a replicable model that seeks to strengthen the five links in the Chain of Survival, which has been documented to increase survival rates for cardiac arrest victims.

Communities/businesses/campuses achieve the Heart Safe recognition by developing and implementing an action plan that includes providing CPR with Automated External Defibrillator (AED) training; helping community members recognize the warning signs and symptoms of heart attack & sudden cardiac arrest; and training the public to call 911 and use CPR and AEDs, as medically appropriate. Recognized Heart Safe Communities/businesses/campuses will place AEDs in strategic locations where they are readily available to use in a cardiac emergency, and develop emergency response plans that furthers the goal of saving lives from cardiac arrest.

The application process for a Heart Safe Designation includes several steps. This process can take as little as a few months or in some cases, more than a year to accomplish everything. However, a key factor is not only applying and receiving the designation but the effort and plans that your community will put together for ongoing awareness and education about sudden cardiac arrest, CPR training and AED location identification. The following pages include a checklist for getting started, with suggestions for activities and tools that will make your program successful; charts for developing your program; and finally, the application. The application can be filled out as you are earning heartbeats or at the completion using your own records; however, it is recommended that you read the application completely before beginning so that you are aware of what you will need to document for the final application. For questions or technical assistance contact: Minnesota Heart Safe Advisory Committee at 952-278-7712 or heart.safe@heart.org.

Acknowledgments

This version was adapted by the Heart Safe Advisory Committee and the Minnesota Department of Health. The original document was prepared by Allina Health – Heart Safe Communities. We would like to acknowledge the following contributors and extend to them our sincere thanks: HeartSafe Kansas, Contra Costa Heart Safe, Butler County HEARTSafe, Physio-Control's Heart Safe Communities guidelines, and the American Heart Association.

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Steps to Become Heart Safe Designated

Step 1: Build your Heart Safe Team

Identify a Heart Safe Champion, lead organization, key partners, and assess current activities. The Champion will act as a catalyst to help other members articulate and achieve the requirements to become heart safe designated. The lead organization and key partners will help gain community/business/campus buy-in.

Potential champions and team members could include: local EMS, law enforcement, fire department, a cardiac arrest survivor/family, faith-based groups, youth organizations, school members, community volunteer groups and the business community.

Step 2: Identify Community/Business/Campus and Fiscal Needs

Review the requirements for your community/business/campus to achieve Heart Safe designation. Gauge where your community/organization has already placed efforts and identify where additional work is needed. Many groups find that there are already programs in place that achieve some of the goals. Work to form strong partnerships and identify ways that you can improve what has already been done.

Identify any expenses that may be needed to perform planned events or actions throughout your process and work with your partners on resources to assist. Often times there is grant money, donations and other special funds available for volunteer organizations and public programs.

Step 3: Letter of Intent

Fill out the letter of intent and return that to American Heart Association – MN Office:
2750 Blue Water Road, Suite 250, Eagan, MN 55121; fax to 952.835.5828; or email to
heart.safe@heart.org

By completing this letter you are notifying the Minnesota Heart Safe Committee of your intent. You will have two (2) years from the date of the letter of intent is submitted to complete the designation process, and will earn your first 20 Heartbeats toward your designation (added under bonus heartbeats). The committee can also be a resource as you are developing goals. If you prefer, you may copy the letter text below into your own organizational letterhead.

Draft Letter of Intent

It is the intention of [enter in name of organization here] to obtain the Heart Safe designation.

We have chosen [enter in name of organization here] as the lead organization of our Heart Safe effort, earning our first 20 Heart Beats towards our Heart Safe recognition.

The champion/contact for our Heart Safe Business program will be:

Name [Enter in first and last name]

Address [Enter in complete address here]

Contact Number [Enter in phone number here]

Email [Enter in email address here]

Our goal to strengthen the Chain of Survival at our site includes:
[Please describe goals here]

Step 4: Implementation

Implementation can progress in a variety of ways. Each community/organization will determine the best possible plan for accomplishing their goals. Use the application as a tool to follow for recommended heartbeats. Hosting a kick-off event and other large public events may help gain interest in your program and train large groups of people in CPR. Determine the best way to record and track the number of people you train in CPR. Decide who is going to locate AEDs in your community/organization and verify they are emergency ready and registered. Develop materials to advertise your program as desired. There are committee members available as resources to assist you in beginning this process.

Step 5: Submit Application

Using your completed worksheets, complete the Heart Safe Community, Heart Safe Business, or Heart Safe Campus application and submit it to:

Mail: American Heart Association- MN
2750 Blue Water Road, Suite 250
Eagan, MN 55121
Phone: 952.278.7712
Fax: 952.835.5828
E-mail: heart.safe@heart.org

Step 6: Gain Recognition

Gain Recognition as a Heart Safe Community/Business/Campus. Communities and Organizations can use their newly gained Heart Safe Designation as an opportunity to celebrate by having the Mayor sign a Proclamation, holding a Heart Healthy Business celebration, or a campus ceremony. One sign will be provided to the Community/Business/Campus to post in recognition of its Heart Safe efforts. Additional signs are available for purchase.

If you would like a planning checklist to help you document Steps 1 through 6, please email health.heart@state.mn.us and ask for "Heart Safe Planning Checklist".

Heart Safe Designation Requirements

What is a “Heartbeat?”

Heartbeats are basically points. Every activity and step that your team identifies and plans will have a point value. Points can vary for each part of the application. It is recommended that you calculate heartbeats based on what you know about your community/business/campus in the planning stages to gauge next steps and how many you will need to become designated.

Chart of Requirements: Communities (population based)

There is a minimum number of total heartbeats required for designation. Within this number, there are minimum heartbeats required to come from CPR/AED training, AED identification; new training events & a minimum number of public AEDs to be identified. All numbers listed in the charts represent minimum requirements within these categories. In addition, a lead organization & champion are to be identified and a sustainability plan is created.

Community Daily Population	Required Total Heartbeats	Required Heartbeats for CPR/AED training and Identification of AEDs	Minimum new training events & AEDs identified
≤5,000	350	80	4 new training events 6 AEDs Identified
5,001- 15,000	450	120	6 new training events 12 AEDs Identified
15,001-30,000	600	260	10 new training events 24 AEDs Identified
30,001-50,000	800	300	14 new training events 48 AEDs Identified
50,001-150,000	1,000	320	15 new training events 100 AEDs Identified
>150,000	1,500	360	20 new training events 150 AEDs Identified

Chart of Requirements: Business or Campus (daily population based)

There is a minimum number of total heartbeats required for designation. Within this number, there are minimum heartbeats required to come from CPR/AED training and AED identification. All numbers listed in the charts represent minimum requirements within these categories. In addition, a lead organization & champion are to be identified and a sustainability plan is created.

Population of a **business or campus** site is based on the average daily number of people who are on site. For example, a business with 100 regular employees and 50 daily visitors or delivery personnel would have a daily population of 150. Some days this may be more or less, but the average is what is used for calculation.

Daily Business/Campus Population	Required Total Heartbeats	Required Heartbeats for CPR/AED training and Identification of AEDs	Number of AEDs required on site
≤250	300	210	Minimum of 1
251-500	330	230	Minimum of 1
501-1,000	350	250	Minimum of 1
1,001-5,000	380	280	Minimum of 1
5,001-10,000	420	320	Minimum 10 or 1 per building
>10,000	470	370	Minimum 15 or 1 per building

*“Make your community/business/campus a SAFER place to live, work and play
by being prepared to reduce the number of deaths and
disabilities associated with Sudden Cardiac Arrest...
because it takes a village to save a life!”*

#3.10



TO: Honorable Mayor and City Council Members

FROM: Angie Boettcher, Deputy Clerk *Angie*

DATE: 2/1/2023

SUBJECT: **REQUEST TO MAKE A CHANGE TO THE FEE SCHEDULE FOR THE GOLF COURSE**

The Golf Commission met on January 18th to discuss rates for 2023. Attached for your approval is Ordinance #565 amending the 2023 fee schedule for rate changes at Pine Creek Golf Course. Also attached is the Summary of Ordinance.

ORDINANCE NO. 565

AN ORDINANCE OF THE CITY OF LA CRESCENT AMENDING THE MASTER FEE SCHEDULE FOR THE CITY OF LA CRESCENT AS SET FORTH IN ORDINANCES NO. 404, NO. 483, NO. 492, NO. 500, NO. 540, NO. 542, NO. 544, NO. 545, NO. 548, NO. 552, NO. 564

The City Council of the City of La Crescent, Houston County, Minnesota hereby ordains:

1. The La Crescent City Code established on March 8, 2004, stated that certain fees may be set from time to time by the City Council.
2. The La Crescent City Code was amended on January 13, 2014, February 9, 2015, February 8, 2016, February 24, 2020, April 13, 2020, April 27, 2020, May 18, 2020, December 14, 2020, April 20, 2021, and December 13, 2021, December 19, 2022, by Ordinance to amend certain fees.
3. The Fee Schedule has been reviewed by City Staff and amended each year from 2016 to 2022 by Motions passed by City Council. These amendments passed by City Council shall remain in effect.
4. The City staff has reviewed the fees which the City currently charges and is recommending that the fee schedule be amended as follows:

GOLF

2023 SEASON PASSES – GOOD ANYTIME	
REQUIRES TEE TIME (ON A 1 ST COME BASIS)	
FAMILY – (2 ADULTS AND CHILDREN UNDER THE AGE OF 17)	\$555.00 to \$600.00
SINGLE	\$425.00 to \$440.00
SINGLE WITH CAR	\$725.00 to \$750.00
COUPLES WITH CART (2 ADULTS SAME RESIDENCE)	\$950.00 to \$980.00
GOLF CAR TRAIL PASS	\$125.00 to \$140.00 (FOR USE OF PERSONAL RIDING CAR FOR THE SEASON)
\$8.00 to \$9.00 PER PERSON CAR RENTAL add (\$5.00 for additional rounds) /1/2-CAR-FRIDAY/PLAY AT RECIPROCAL COURSES*/SEASON PASSES MAY BE USED FOR LEAGUE PLAY & GROUP OUTING DISCOUNTS WHEN SPECIFIED/NO ADDITIONAL COST TO RIDE ALONE	

2023 DAILY FEES	
9 HOLES add Monday-Thursday	\$13.50 to \$14.00
Add - 9 HOLES Friday – Sunday & Holidays	\$15.00
18 HOLES	\$21.00 OR \$35.00 W/RIDING CART
RIDING CART	\$9.00 to \$10.00 PER PERSON PER 9 HOLES/RIDE ALONE \$13.00 PER PERSON PER 9 HOLES.
PULL CARTS	\$3.50 to \$4.00
TRAIL PASS	\$5.00 to \$6.00 (DAILY RATE FOR USE OF PERSONAL CAR, WITHOUT SEASON TRAIL PASS)
“ALL DAY” RATE WALKING \$25 with car \$40** **Subject to availability of tee times, pricing not valid for groups or group outings	
DAILY RATE SPECIALS	
“EARLY BIRD” RATE BEFORE 10:00 to 9:00 AM Saturday/Sunday - \$10.00 to \$12.00 GOLF \$8.00 CAR “The NOONER” 12:00 PM to 2:00 PM Monday thru Friday to Thursday - \$10.00 to \$12.00 GOLF 9 Hole RATE PER PERSON AND EXCLUDES HOLIDAYS	
SENIOR (60+)	
9 HOLES – WEEKDAY to Monday - Thursday	\$11.50 to \$12.00
Add – 9 HOLES Friday – Sunday & Holidays	\$13.00
18 HOLES – WEEKDAY	\$18.00 OR \$32.00 W/RIDING CART
JUNIOR RATES – 11-17 YEARS	

9 HOLES - EVERY DAY to Monday - Thursday	\$6.00 to \$7.00
Add - 9 HOLES Friday – Sunday & Holidays	\$7.00
18 HOLES – EVERY DAY	\$9.00 - MAY RIDE FREE WITH PAID ADULT
JUNIOR RATE (10 AND UNDER)	
9 HOLES – EVERY DAY (ALL DAY) WITH PAID ADULT & RIDE FOR FREE WITH PAID ADULT	\$4.00 to \$5.00
PUNCH CARDS	
5 ROUND GOLF ONLY \$60.00 TO \$65.00/10 ROUND GOLF ONLY \$110.00 TO \$120.00	
5 PUNCH CAR \$40 to \$45.00*/10 PUNCH CAR \$75 to \$80.00*	
5 ROUND PLAY & RIDE \$100.00 to \$110.00*/10 ROUND PLAY & RIDE \$185.00 to \$200.00*	
LEAGUE ONLY CARDS—SENIOR 10 ROUND GOLF \$70.00 to \$80.00/SENIOR 10 PUNCH PLAY & RIDE \$140.00 to \$150.00*	
6 ROUND MEN’S, LADIES LEAGUE \$50.00 to \$55.00	
LEAGUE RATES	
SENIOR LEAGUE \$8.50 9 HOLES/\$8.50 RIDING CAR	
MENS, LADIES \$10.00 9 HOLES/\$8.50 RIDING CAR	
COUPLES LEAGUE \$8.50 9 HOLES/\$8.50 RIDING CAR	
DISCOUNTS FOR GROUP OR COMPANY OUTING – GROUP CATERING AVAILABLE	
*RECIPRICAL COURSES ARE SUBJECT TO CHANGE, MUST CALL FOR TEE TIMES, AND RESCIPRICAL COURSE RESTRICTIONS.	
*PUNCH PLUS \$3.00 WHEN RIDING ALONE USING A RIDING CAR PUNCH CARD	

These fees shall become effective from and after due passage and enactment and publication according to law.

ADOPTED this 13th day of February, 2023.

SIGNED:

Mayor

ATTEST:

City Administrator

SUMMARY OF ORDINANCE NO. 565

**AN ORDINANCE OF THE CITY OF LA CRESCENT AMENDING THE MASTER FEE
SCHEDULE FOR THE CITY OF LA CRESCENT AS SET FORTH IN ORDINANCES
NO. 404, NO. 483, NO. 492, NO. 500, NO. 540, NO. 542, NO. 544, NO. 545, NO. 548, NO.
552, NO. 554, NO 557, AND NO. 565**

The City Council of the City of La Crescent, Houston County, Minnesota, hereby ordains:

The full text of Ordinance No. 565 marked "OFFICIAL COPY" is on file in the Office of the City Administrator, City Hall, La Crescent, Minnesota 55947, along with a reference draft available and open for inspection to enable a convenient means to ascertain where in the voluminous enactments and in the voluminous regulations enacted/amended hereby are found.

Passed and enacted this 13th day of February, 2023.

APPROVED:
Mikel Poellinger, Mayor

ATTEST:
Bill Waller, City Administrator

#3.11

RESOLUTION NO. 02-23-08

**RESOLUTION ACCEPTING DONATIONS MADE TO THE
CITY OF LA CRESCENT WIESER MEMORIAL PARK IMPROVEMENT PROJECT
IN JANUARY AND FEBRUARY, 2023**

WHEREAS, the City of La Crescent ("La Crescent") is required by Minn. Stat. § 465.03 to accept donations by Resolution;

WHEREAS, the following donation was made to La Crescent in the month of January, 2023 to the Wieser Memorial Park Improvement Project to be used for the specific purpose of improvements to the park shelter and bathroom facilities:

1. An Anonymous donor wishes to donate \$25,000.00

WHEREAS, La Crescent agrees to accept the donations for Wieser Memorial Park Subject to the conditions identified above.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of La Crescent hereby accepts the donations stated above for Wieser Memorial Park subject to the conditions identified above.

ADOPTED this 13th day of February 2023.

SIGNED:

Mayor

ATTEST:

Deputy Clerk

#3.12



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator
DATE: February 9, 2023
RE: Authorize Capital Equipment Expenditure

We are suggesting that the City Council approve the following capital equipment expenditure:

1. The 2022 capital equipment certificate includes funds for the purchase of a rough mower for Pine Creek Golf Course. We are suggesting that the City Council approve the purchase of a used 2013 Toro Groundsmaster 4700-D mower for \$15,569.38 from MTI Distributing. A memo from the Golf Course Superintendent regarding this recommendation is included. There are funds in the 2022 capital equipment certificate for this expenditure. We are also asking that the City Council authorize the sale of two used mowers that are no longer used at the golf course.

To: Bill Waller, City Administrator

From: Roy Lemke, Superintendent Pine Creek Golf Course

Date: February 7, 2023

RE: Capital Equipment purchase request

I respectfully ask, the City Council to review the following quote from MTI Distributing.

This quote is for the purchase of a 2013 Groundsmaster 4700-D mower. The mower utilizes 7 mower decks for a width of 189". In 2022 this model had listed for over \$95,000. This mower will decrease mowing hours, and will allow the course, to expand areas that are kept at a higher cut. Presently the course uses a 2004 John Deere 72" mower. The narrow stance of the John Deere tends to make the mower unstable on side hill conditions.

For your consideration I would like to list the following mowers on MN bid auction site.

2004 John Deere 1435 series 2 72" mower

1999 Jacobsen 7 Gang pull behind mower

Thank you for considering this proposal. If you have any questions on this matter please contact me.

Roy Lemke

Superintendent,

Pine Creek Golf Course

507-895-8537

MEMORANDUM

TO: Honorable Mayor and City Council Members

FROM: Tim Hruska, P.E., L.S.

DATE: February 6, 2023

RE: Horse Track Meadows

As part of the above development, the Developer agreed to perform several items for Phase 1. These items were completed with the establishment of turf in the Spring of 2021. Since these items were satisfactorily completed, we recommend that the warranty period be started retroactive to June 1, 2021. Therefore the warranty period for Phase 1 will end for the developer on June 1, 2023. This does not affect the warranty period for Horse Track Meadows West which has not been completed. The warranty period for Horse Track Meadows West will begin upon completion of final bituminous wear course.

The Letter of Credit for Horse Track Meadows can be reduced to reflect the work completed so far by the developer. The final bituminous wear course needs to be installed in 2023. The cost of this is estimated to be \$32,000. We recommend a reduction of the Letter of Credit to cover approximately 125% of this cost which would be \$40,000.

#3.14

CITY OF LA CRESCENT

Department of Police

Chief Luke M. Ahlschlager



January 25, 2022

Honorable Mayor and City Council Members

City Administrator Bill Waller

RE: Crucifixion School Mardi Gras Event – Monday, February 20th, 2023

The Crucifixion School is planning for their annual Mardi Gras Event and they are seeking donations for the event and are hopeful the La Crescent Police Department would consider donating in the form a "Ride to School" with a police officer.

A prize certificate would be created and provided for the event. The winner of the prize certificate would make arrangements with the police department to set up the "Ride to School" with an officer.

I respectfully request your permission to participate in the Mardi Gras Event.

Thank you for your consideration.

Respectfully,

Luke Ahlschlager

Chief of Police



Crucifixion School
420 South Second Street
La Crescent, MN 55947
www.crucifixionschool.org
Phone: 507-895-4402

January 4th, 2023

To whom it may concern,

I am writing on behalf of our Mardi Gras Event Planning Committee at Crucifixion School in La Crescent, MN. We are in the planning stages for our event, which will be held on Monday, February 20th, 2023. This function is a community event, as well as the primary annual fundraiser for our school's PTO group. From 12:00-6:00 on that day, in our school auditorium, we have games, food, an inflatable bounce house, a silent auction, and lots of prizes, ending with a drawing for the highly coveted Kids Super Duper Giveaway. The funds raised will be used for field trip costs, student supplies, teacher/classroom necessities, and other school improvements.

We are currently seeking donations for our Mardi Gras event and are hopeful that you would consider making a donation. Any member of our committee will gladly pick up at your place of business. Thank you for your time and consideration, and hopefully, your continued support. Please contact me with any questions or with any information regarding donations.

Jackie Fruechte

Crucifixion PTO / Mardi Gras Committee

608-792-5182

jackiefruechte@hotmail.com

<https://www.facebook.com/CrucifixionElementarySchoolPto>

#3.15



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *BW*
DATE: February 8, 2023
RE: Mayor for a Day – Authorize Expenditure

Last fall the City Council approved participating in the Mayor for a Day essay contest sponsored by the League of Minnesota Cities. Jess Witkins, the City Library Director, and City Council member Teresa O'Donnell-Ebner coordinated the program on behalf of the City.

The local schools were invited to participate in the program. A number of submissions were received from Crucifixion School students. In total there were 560 participants in the program statewide.

The City is fortunate to have one student recognized as a State winner, another student was recognized as a State Honorable Mention winner, and two other students were recognized as local honorees.

We are suggesting that the City sponsor an Honoree Reception on March 16th, and then the four students would be invited to attend and participate in the March 27th City Council meeting.

In addition, we would like the City Council to authorize a payment of \$300 to Ryan Stotts to attend, interview, and then write a story about the program and the participants. The story would be posted to the City's website, included in the spring newsletter, and possibly published in the Houston County News.

#3.16



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: February 8, 2023
RE: Review Upcoming City Council Meetings

The following is intended to give the City Council background information of topics and agenda items for upcoming City Council meetings.

February 27, 2023

- Accept a donation from Lancer Youth Hockey for future improvements at the Ice Arena.
- Closed session to review a personnel matter.
- Work/planning session to review City Hall/Library project and 2023/2024 improvement projects.

March 13, 2023

- Draft atv/utv/golf cart ordinance.
- Short-term vacation rental ordinance and food truck ordinance.

March 27, 2023

- Mayor for a day essay winners.
- Houston County assessor.

April 10, 2023

- Work/planning session to review City organizational structure and discuss new job positions. This will include consideration of utilizing a portion of the City's American Rescue Funds for a water meter replacement program.

April 24, 2022

- Board of Appeal/Equalization meeting.

This is not intended to be a list of all of the agenda items that will be included on the agenda for each of these meetings.

#3.17



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: February 10, 2023
RE: Houston County – Interim Ordinance

The City Attorney will review this with the City Council at the meeting.

HOUSTON COUNTY MINNESOTA

NOTICE OF PUBLIC HEARING AND INTENT TO ADOPT THE INTERIM ORDINANCE AND MORATORIUM ON THE SALE OF EDIBLE CANNABINOID PRODUCTS AND/OR HEMP DERIVED THC FOOD & BEVERAGES

NOTICE IS HEREBY GIVEN; pursuant to the provisions of Minnesota Statutes 375.51 Subdivision 2, that the Houston County Board of Commissioners intends to adopt the "Interim Ordinance & Moratorium on the Sale of Edible Cannabinoid Products and/or Hemp Derived THC Food & Beverages". The proposed interim ordinance and moratorium will be considered at a meeting of the Houston County Board of Commissioners, in the Commissioners' Room at the Houston County Historic Courthouse, located at 304 South Marshall Street, Minnesota, on **Tuesday, February 28, 2023, at 6:00 p.m.** The meeting will also be available for viewing via Zoom interactive video conference as follows:

MEETING ID: 994 7297 7175

PASSCODE: 368422

- A. The purpose of the interim ordinance placing a moratorium is to allow Houston County (hereinafter "county") time to conduct a study to better understand the public health and safety issues associated with hemp derived edible cannabinoid products and/or hemp derived tetrahydrocannabinols (THC) food and beverage products. County will be able to study the issues related to the manufacture, sale, labeling, testing, licensing, and distribution of the hemp derived foods and beverages containing THC and/or edible cannabinoid products pursuant to Minn. Stat. Sec. 151.72. The moratorium will allow the County time to establish its authority to regulate said products.

Copies of the proposed "Interim Ordinance & Moratorium on the Sale of Edible Cannabinoid Products and/or Hemp Derived THC Food & Beverages" are available on the Houston County website at co.houston.mn.us and at the Houston County Public Health & Human Services offices, located at 304 South Marshall Room 105 Caledonia, MN 55921, and 611 Vista Drive, Caledonia, MN 55921,

Questions regarding this matter may be referred to John Pugleasa, Public Health & Human Services Director, at (507)725-5811. All interested persons are invited to attend the Public Hearing in person. Written correspondence is encouraged and must be submitted to the Houston County Public Health & Human Services department via email or letter no later than 4:30 p.m. on Monday, February 27, 2023. Written correspondence can also be emailed to John.Pugleasa@co.Houston.mn.us.

John Pugleasa
Director, Public Health & Human Services