

**KASSON CITY COUNCIL REGULAR MEETING MINUTES
September 22, 2010**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 22nd day of September, 2010 at 6:00 p.m.

THE FOLLOWING MEMBERS WERE PRESENT: Coleman, Marti, Nelson, Tjosaas, Torkelson.

THE FOLLOWING MEMBERS WERE ABSENT: None.

THE FOLLOWING WERE ALSO PRESENT: City Administrator Lenth, Admin Assist Benfield, Community Dev Director Martin, Library Director Adams, Neil Britton, Lori Hopkins, Dan Eggler, Neil Severson, R. James Philips, Melanie Leth, Earlene King, Jon Tollefson, Diane O'Brien-Berge, Randy Carlsen.

Mayor Tjosaas presided over the meeting.

COUNCIL

Agenda: Motion by Torkelson and second by Coleman, with all voting aye, to approve the September 22, 2010 agenda with the following amendment:

Add: A.2.f.1. Swenke Co. Blaine's 11th, Ph 3 Final \$10,993.41

Consent Agenda: Motion by Nelson and second by Marti to approve the September 22, 2010 consent items. Ayes: Coleman, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

1. **Minutes:** Approved the September 8, 2010 regular meeting minutes as submitted.

2. **Claims:** Approved all claims processed after the September 8, 2010 regular meeting, as audited for payment in the amount of \$746,988.50.

3. **Acknowledgement of Committee and Meeting Minutes:** Acknowledged the following committee and meeting minutes for:
 - a. Library Board - 08/10/10 & 08/31/10

4. **Pay Estimates:** Approved the following pay estimate for:
 - a. Swenke Co. Blaine's 11th, Ph 3 Final \$10,993.41

5. **Resolution Appointing Additional Election Judges for the 2010 General Election:** As part of the consent agenda, the resolution appointing additional election judges for the 2010 general election was adopted. Ayes: Coleman, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

**Resolution #9.4-10
Resolution Appointing Additional Election Judges for the 2010 General Election
(on file)**

COMMITTEE REPORTS

1. **EDA**

- a. **Kuball Loan Request:** Milt and Nancy Kuball's request for a \$10,000 loan from the EDA's Revolving Loan Fund is to be used for remodeling/improving the Buffet King restaurant at 25 West Main Street. The EDA Finance Committee recommended approval of the loan for \$10,000 at 3% APR for 60 months. The EDA concurred with the recommendation. Council members were also in agreement.
 1. **Resolution Authorizing the Kasson Economic Development Authority to Make a Loan to Kuballs:** Motion by Torkelson and second by Coleman to adopt the resolution authorizing the Kasson Economic Development Authority to make a loan to Kuballs. Ayes: Coleman, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

**Resolution 9.5-10
Resolution Authorizing the Kasson Economic Development Authority
To Make a Loan to Kuballs
(on file)**

2. **Planning Commission**

- a. **KMTelecom CUP:** KMTelecom has requested a Conditional Use Permit to install an electronic sign on their property at 18 2nd Street NW. The Planning Commission held a public hearing on September 13, 2010. The property is located in a C-1 District and the request meets the size and installation of the Code. Findings of Fact state that the additional impact of the lights from the sign should be minimal and no disruption of the neighborhood is anticipated. The Planning Commission approved the CUP with no conditions. Council members agreed with the recommendation to approve.
 1. **Resolution Approving a Request for a Conditional Use Permit for KMTelecom to Install an Electronic Sign:** Motion by Marti and second by Coleman to adopt the resolution approving a request for a Conditional Use Permit for KMTelecom to install an electronic sign. Ayes: Coleman, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

**Resolution #9.6-10
Resolution Approving a Request for a Conditional Use Permit for
KMTelecom to Install an Electronic Sign
(on file)**

NEW BUSINESS

1. **Approve MMUA Safety Management Program Agreement:** Motion by Nelson and second by Marti, with all voting aye, to approve the MMUA Safety Management Agreement amendment for the period October 1, 2010 until September 30, 2011 at an annual cost of \$17,195.18.

MAYOR'S REPORT

1. **Library Building Committee:** Mayor Tjosaas appointed the following persons to the Library Building Committee: Earlene King, Bonnie Adams, Chuck Coleman, Paul Curtiss, Melisa Ferris, Barb Meihak and Ken Quattrin. Alternate is Judy Wagener and ex-officio member is Mayor Tim Tjosaas.

ENGINEER'S REPORT

1. **Progress Report:** City Engineer, Neil Britton, WSN, presented a status report on current projects within the City.

ADJOURN: The meeting was adjourned at 6:13 p.m.

ATTEST:

Randy D. Lenth, City Administrator

Tim Tjosaas, Mayor