

**KASSON CITY COUNCIL REGULAR MEETING MINUTES**  
**January 13, 2010**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 13<sup>th</sup> day of January, 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, Neil Britton, Jerry Berg, John Buckingham, Delories Darling, Jim & Dorothy Larsen, Drew Wohlfiel, Tanner Keller, Shane McWhirter, Cathy Pletta, Dakota Heiserman.

Mayor Tjosaas presided over the meeting.

**COUNCIL**

**Agenda:** Motion by Marti and second by Coleman, with all voting aye, approving the January 13, 2010 agenda with the following amendments:

Add:	H.1.	Review & Preview
	H.2.	Fire Relief Association Annual Meeting
	I.1.	Offer is \$7500 for the 1988 Rescue Rig

**Consent Agenda:** Motion by Nelson and second by Torkelson approving the January 13, 2010 consent items. Ayes: Coleman, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

1. **Minutes:** Approved the December 9, 2009 and December 16, 2009 regular meeting minutes as submitted.
2. **Claims:** Approved all claims paid after the December 16, 2009 regular meeting, as audited for payment in the amount of \$427,876.14.
3. **Acknowledgement of Committee and Meeting Minutes:** Acknowledged the following committee and meeting minutes:
  - a. Library Board - 11/10/09
  - b. Park Board - 12/15/09
4. **Conferences/Training:** Acknowledged the following employee training/conference attendance for:
  - a. L. Rappe IIMC Region VI Mtg 1/22-23/2010 LaCrosse, WI
  - b. C. Skime Collection Sys Oper Conf 1/27-29/2010 Brooklyn Park
5. **Resolution Certifying Delinquent Claims to the County Auditor:** As part of the consent agenda, adopted the resolution certifying delinquent claims to the County Auditor. Ayes: Coleman, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

**Resolution #1.1-10**  
**Resolution Certifying Delinquent Claims to the County Auditor**  
**(on file)**

6. **Approve 2010 Assessment Agreement with Dodge County**: Approved the 2010 Assessment Agreement with Dodge County in the amount of \$24,507.00.
7. **Approve CIP Rebate for Kwik Trip**: Approved the CIP rebate for Kwik Trip in the amount of \$2,007.03.

**PUBLIC FORUM**: Jerry Berg noted that he is against the proposed City's Comprehensive Plan zoning classifications as they relate to the North Mantorville Avenue area.

**VISITORS TO THE COUNCIL**

1. **Wildcat Hockey Team – Rename Rink**: Representatives from the Wildcat Hockey Team are requesting that the rink at the Dodge County Ice Arena be named the Axel Johnson Memorial Rink in memory of their friend and team mate. Since the County is a joint owner of the arena, the request will be discussed with them. No decision was made at this time.

**COMMITTEE REPORTS**

1. **Planning Commission**
  - a. **Approve Prairie Willow Third Subdivision Preliminary Plat**: The Prairie Willow Third Subdivision consists of three lots. The Planning Commission has passed a resolution approving the preliminary plat of the Prairie Willow Third Subdivision, with two conditions: 1) that all blacktop be installed prior to the issuance of building permits for any of the three new lots, and 2) that a buffer strip of trees be planted between the new lots and the commercial properties (Jennie-O) to the south. Motion by Marti and second by Coleman, with all voting aye, to approve the Prairie Willow Third Subdivision preliminary plat, with conditions noted, as recommended by the Planning Commission.
  - b. **Comprehensive Plan Amendment Discussion**: The current Comprehensive Plan directs commercial/retail businesses to be located to downtown Kasson and the Main Street area. The amendment suggests that area residents could be served well by expanding commercial/retail opportunities to other locations in the City such as Mantorville Avenue and the area north of City Hall. The council is to review/discuss the amendment and decide whether to continue the process of considering an amendment, including a public hearing. Residents from North Mantorville Avenue were in attendance and voiced their concerns about the possible rezoning of that area and, specifically, the possibility of a convenience store locating next to residential properties. The city needs to consider zoning adjustments that encourage commercial/retail development on roadways where 5,000+ car trips are made per day. Mantorville Avenue meets that criteria with a high volume of traffic, Main Street no longer has the high traffic count. The EDA and Planning Commission have reviewed the amendment. It is agreed that Mantorville Avenue is the busier street and potential retail/commercial businesses seek out high volume traffic areas. Council members were in agreement to further look at the amendment and move ahead with the process, including the public hearing. Motion by Coleman and second by Marti, with all

voting aye, to continue the process of considering an amendment and directed the Planning Commission to call a public hearing.

**OLD BUSINESS**

1. **Resolution Ordering Preparation of Documents Required to Vacate a Portion of 10<sup>th</sup> Avenue NE**: This resolution vacates a portion of the 10<sup>th</sup> Avenue NE right-of-way north of 22<sup>nd</sup> Street NE. Benefiting property owners have signed Petition and Waiver agreements and agree to be assessed for the costs of vacating the right-of-way on a “per lot” basis. Motion by Torkelson and second by Marti to adopt the resolution ordering preparation of documents required to vacate a portion of 10<sup>th</sup> Avenue NE. Ayes: Coleman, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

**Resolution #1.2-10  
Resolution Ordering Preparation of Documents Required to  
Vacate a Portion of 10<sup>th</sup> Avenue NE  
(on file)**

2. **Approve Accepting Proposal from David Drown Associates to Process a Cooperative Tax Abatement**: This tax abatement project is with Murphy Auto Body and would be between the City, Dodge County and the School District. A representative from David Drown Associates would attend meetings, answer questions, prepare draft contracts, resolutions, public notices, prepare a tax abatement plan and attend public hearings at the City, County and School District. Motion by Nelson and second by Coleman, with all voting aye, to approve accepting the proposal from David Drown Associates to assist in processing a cooperative Tax Abatement between the City, Dodge County and the School District as outlined, at a cost of \$3,500, plus expenses not to exceed \$500.
3. **Approve Code of Ordinance**
  - a. **An Ordinance Enacting a Code of Ordinances for the City of Kasson, Minnesota, Revising, Amending, Restating, Codifying and Compiling Certain Existing General Ordinances of the Political Subdivision Dealing with Subjects Embraced in such Code of Ordinances**: American Legal Publishing has completed work on re-codifying the City Code of Ordinances. Motion by Marti and second by Coleman to adopt an ordinance enacting a Code of Ordinances for the City of Kasson, Minnesota, revising, amending, restating, codifying and compiling certain existing general ordinances of the political subdivision dealing with subjects embraced in such Code of Ordinances. Ayes: Coleman, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

**Ordinance No. 838  
An Ordinance Enacting a Code of Ordinances for the City of Kasson, Minnesota,  
Revising, Amending, Restating, Codifying and Compiling Certain Existing  
General Ordinances of the Political Subdivision Dealing with Subjects Embraced  
in Such Code of Ordinances  
(on file)**

**NEW BUSINESS**

1. **Subsurface Sewage Treatment System Ordinance**: The choice is whether the City wants to write and enforce their own subsurface sewage treatment system ordinance or continue to allow the County to regulate the subsurface sewage treatment systems in the City of Kasson.

Motion by Nelson and second by Torkelson, with all voting aye, authorizing the mayor to sign the letter stating the City of Kasson “will not” write an ordinance regulating Individual Sewage Treatment Systems and hire a certified individual to enforce that ordinance.

2. **Approve Contract with Southeast Minnesota Development Corporation for Assistance with Comprehensive Plan Update:** The Southeast Minnesota Development Corporation has submitted a contract proposal to assist the City in the preparation of the Comprehensive Plan update at a cost not to exceed \$1,750. Statistical data is necessary in updating the plan and SEMDC has the resources and expertise to supply this data. Motion by Coleman and second by Nelson, with all voting aye, to approve the contract with Southeast Minnesota Development Corporation for assistance in preparing the Comprehensive Plan update.
3. **Park Land Purchase:** Motion by Torkelson and second by Coleman, with all voting aye, to approve the purchase of approximately eight acres of property adjacent to South Park from Carter Blaine at a cost of \$1,500 per acre, subject to the completion of the property survey and deed. The purchased property will be used to expand the Frisbee golf course in South Park as well as give control to the City for possible flood mitigation projects.
4. **2010 Fee Schedule (Reference Ordinance):** Motion by Nelson and second by Marti, with all voting aye, to approve the 2010 Fee Schedule (Reference Ordinance). Ayes: Coleman, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

#### **MAYOR’S REPORT**

1. **Review & Preview:** Mayor Tjosaas presented a review of 2009 and a preview of 2010. The mayor noted the completion of several projects in 2009 including: 6<sup>th</sup> Ave NW & Main St, 5<sup>th</sup> Ave NE, 11<sup>th</sup> St NE as well as sidewalks/paths to the school, completion of the re-use study for the Old Elementary School, updating of the City Code, completion of the Public Utilities Building and completion of the management plan for the Ice Arena. He stressed that the City must continue to move forward, progress and grow. In 2010, major focal points will include the Citizens Task Force for the Old School, updating the Comprehensive Plan, pursuing inter-government relations, the economy and budget, facilities/infrastructure and strategic planning. Regarding strategic planning, the mayor suggested that members meet in February to discuss proposed plans for the future, the timelines and where the City needs to go to best serve the community.
2. **Fire Relief Association Annual Meeting:** The Fire Relief Association Annual Meeting will be held January 25, 2010 at 7:00 p.m. at the Fire Hall.

#### **CLERK-ADMINISTRATOR’S REPORT**

1. **Possible Sale of Surplus Property (Fire Truck) – Offer is \$7500 for the 1988 Rescue Rig:** Motion by Torkelson and second by Coleman, with all voting aye, to approve the sale of the 1988 fire rescue rig to the City of Atwater Fire Department for \$7500.
2. **Yearly Update of Electric Usage by the City of Kasson:** Administrator Lenth handed out information regarding wholesale electricity purchased by the city in 2009 compared to kWh amounts purchased in 2008. The years 2006 through 2009 also showed the difference in kWh usage from each previous year. Information showed that City of Kasson electric usage is very sensitive to temperature changes due to the larger residential base. The summer of 2009 was cool and there was a definite decrease in the amount of energy used in 2009 from 2008.

**ENGINEER'S REPORT**

1. **State Aid for West Main Street**: The 6<sup>th</sup> Avenue NW and West Main Street project is completed and Neil Britton reported that the state aid for West Main Street in the amount of \$17,000 will be forthcoming.

**CORRESPONDENCE**: The following correspondence was reviewed:

1. **SEMLM Meeting – January 27, 2010, Rochester**: The SEMLM meeting conflicts with the regular scheduled council meeting on January 27<sup>th</sup>. Motion by Nelson and second by Coleman, with all voting aye, to change the city council meeting from Wednesday, January 27 to Thursday, January 28<sup>th</sup> at 6:00 p.m.
2. **Kasson Fire Relief Association Form SC-09**: The Kasson Fire Relief Association Form SC-09 (Schedule Form for Lump Sum Pension Plans) has been submitted to the State. The City's required contribution in 2010 is \$30,184.

**ADJOURN**: The meeting was adjourned at 7:23 p.m.

**ATTEST:**

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Randy D. Lenth, City Administrator

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Tim Tjosaas, Mayor