

KASSON CITY COUNCIL REGULAR MEETING MINUTES
January 26, 2011

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 26th day of January, 2011 at 6:00 p.m.

THE FOLLOWING MEMBERS WERE PRESENT: Hopkins, 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, Finance Director Zaworski, Neil Britton, Melissa Harvey, Jeff Stevenson, Mandy Cummings, Kris Bergene, Kim & Jerry Madson, Darrell Musolf, Erv Livingston, James McAndrews, Mike Nockels, Joe Fitch, Gary Fitch, Mike Ranvek, Doug Buck, Georgiann Musolf, Lorraine Spading, Diane O'Brien-Berge, Randy Carlsen.

Mayor Tjosaas presided over the meeting.

COUNCIL

Agenda: Motion by Torkelson and second by Marti, with all voting aye, to approve the January 26, 2011 agenda with the following amendments:

Add:	E.1.	Liquor Store Committee
	F.4.	Teamsters Contract
	K.2.	Approve Hiring Jodi Benda as Senior Liquor Clerk
Remove:	G.2.	Tax Abatement Document Preparation Proposal from Mike Bubany – David Drown Associates

Consent Agenda: Motion by Nelson and second by Marti to approve the January 26, 2011 consent items. Ayes: Hopkins, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

1. **Minutes:** Approved the January 12, 2011 regular meeting minutes as submitted.
2. **Claims:** Approved all claims processed after the January 12, 2011 regular meeting, as audited for payment in the amount of \$488,741.51.
3. **Acknowledgement of Committee and Meeting Minutes:** Acknowledged the following committee and meeting minutes for:
 - a. Library Board - 12/14/10
4. **Conferences/Training:** Acknowledged the following employee training/conference attendance for:
 - a. N. Zaworski MCFOA Advanced Academy 5/19-20/11 New Ulm

PUBLIC FORUM: Jeff Stevenson, owner of Stevenson Insurance at 16 North Mantorville Avenue, expressed concern regarding the parking situation for customers when the Police Department moves into the old fire station. Parking for his customers and employees is now behind the mini mall, west of the old fire station. He was told that a parking area will be set up between the ambulance garage and the current fire station.

COMMITTEE REPORTS

1. **Liquor Store Committee:**

- a. **“City of Kasson” Signs:** The Kasson Area Community Foundation has approached the Liquor Store for a donation for the purchase of “City of Kasson” signs. The committee would like more information on actual pricing of the signs, where the signs will be located, what kind of lighting will be required and the cost of maintaining the signs before they commit any funds.

- b. **Purchase of Library Books:** The Liquor Store committee was split on whether Liquor Store funds should be donated for the purchase of library books. Committee member Sheldon Torkelson felt if funds were donated to the Library that the money should be used for the purchase of equipment. At this time, no equipment is needed. The library is also soliciting funds from other organizations. The committee will revisit the request once funds from other organizations are received.

OLD BUSINESS

- 1. **Charter Communications Cable Television Franchise:** This ordinance states that the Charter Communications franchise is “extended on a month-to-month basis until the Franchise is renewed or either party gives the other 90 days’ written notice of its intent to terminate this extension.” There has been no input from the public.
 - a. **An Ordinance to Amend Cable Television Franchise:** Motion by Torkelson and second by Nelson to adopt an ordinance to amend the cable television franchise. Ayes: Hopkins, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

Ordinance No. 841

**An Ordinance to Amend Cable Television Franchise
(on file)**

- 2. **Revised 2011 Budget & Revised 2010 Budget:** In compliance with the auditors, beginning in 2010, the Ice Arena is to be treated as an Enterprise Fund. The revised 2010 and 2011 budgets reflect this change. Only the account numbering changes; the tax levy does not change. Motion by Nelson and second by Hopkins, with all voting aye, to approve the revised 2010 and 2011 budgets reflecting the Ice Arena as an Enterprise Fund.

- 3. **Contract – Local Government Renewable Energy Grant (Solar Grant):** A resolution approving the submission of the Local Government Renewable Energy Grant was adopted in July, 2010. The grant is to be used for the solar panel project on City Hall. The State of Minnesota has now completed the grant contract. The City has budgeted the matching funds through CIP for the project. Motion by Torkelson and second by Hopkins, with all voting aye, to approve the Grant Contract for the Local Government Renewable Energy Grant, with the State of Minnesota.

- 4. **Teamsters Contract:** The Teamsters contract is a one-year labor agreement between the City of Kasson and Minnesota Teamsters Public and Law Enforcement Employees’ Union. Motion by Marti and second by Nelson, with all voting aye, to approve the one-year contract with the Teamsters Union.

NEW BUSINESS

1. **Abdo Eick & Meyers Agreement:** Abdo Eick & Meyers LLP conduct the City's annual financial audits. They have submitted a three-year fee agreement for 2010, 2011 and 2012 audits. Motion by Hopkins and second by Marti, with all voting aye, to approve the Abdo Eick & Meyers LLP fee agreement for three years.

MAYOR'S REPORT

1. **Fire Department Selection Committee:** There was a considerable amount of discussion from the public regarding members of the Fire Chief selection/interview committee. The main concern and request was that there be a current active member from the Fire Department on the selection committee. The committee will include the two Emergency Services members, two citizens and one fireman. Motion by Hopkins and second by Marti, with all voting aye, to approve the Fire Department Selection Committee including the Emergency Services committee (two council members), two citizens and one fireman. Appointments will be made at the next council meeting, February 9.
2. **February Work Session:** Council members and staff agreed to meet at 9:00 a.m. on Saturday, February 19th for a strategic planning session. Location to be determined.

CLERK-ADMINISTRATOR'S REPORT

1. **Electric Purchases 2009-2010 Comparison:** Administrator Lenth presented a chart showing the wholesale electricity purchased by the City of Kasson from CMMPA in 2010 compared to kWh amounts in 2009. There was an increase of 1.3 million kWh in 2010.

ENGINEER'S REPORT

1. **Sanitary Sewer at Fairgrounds:** Neil Britton, WSN, reported that the County Board has approved the work to put in the sanitary sewer at the Dodge County Fairgrounds.

PERSONNEL

1. **Accept Mike Ranvek's Retirement from Fire Department:** Motion by Marti and second by Nelson, with all voting aye, to accept with thanks and appreciation, Mike Ranvek's retirement from the Fire Department effective January 3, 2011.
2. **Approve Hiring Jodi Benda as Senior Liquor Clerk:** Kortney Smith who was approved at the last council meeting has accepted a full-time position with her current employer. Motion by Hopkins and second by Torkelson, with all voting aye, to approve hiring Jodi Benda as Senior Liquor Clerk at \$13.12 per hour, 30 hours per week.

ADJOURN: The meeting was adjourned at 7:04 p.m.

ATTEST:

Randy D. Lenth, City Administrator

Tim Tjosaas, Mayor

