

KASSON CITY COUNCIL MINUTES
May 11, 2011

Pursuant to due call and notice thereof, a City Council meeting was held at City Hall on the 11th day of May, 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, Mike Bubany, Jim Howard, Ryan Sorenson, Jim Rendler, Terry Vatland, 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 May 11, 2011 agenda with the following amendments:

Add:	A.2.e.2.	C. Pletta/J. Benda	MMBA Annual Conf	5/22-24	Alexandria
	E.1		Water & Sewer Committee		
	G.2.		Billboard and Chamber Banners		
	I.1.		Masten Creek Update		

Consent Agenda: Motion by Marti and second by Nelson to approve the May 11, 2011 consent items. Ayes: Hopkins, Marti, Nelson, Tjosaas. Nays: None. Abstain: Torkelson (Abstention applies only to the Claims portion of the Consent Agenda due to submission of claim from Stone by Stone Plus, LLC)

1. **Minutes:** Approved the April 27, 2011 regular meeting minutes as submitted.
2. **Claims:** Approved all claims processed after the April 27, 2011 regular meeting, as audited for payment in the amount of \$106,713.60.
3. **Acknowledgement of Committee and Meeting Minutes:** Acknowledged the following committee and meeting minutes for:
 - a. Planning Commission - 04/11/11
 - b. EDA - 05/03/11
4. **Conferences/Training:** Acknowledged the following employee training/conference attendance for:
 - a. J. Hanson/Rex, J. Reding/Liberty 2011 PD Canine Certification 6/12-14 Woodbury
 - b. C. Pletta/J. Benda MMBA Annual Conference 5/22-24 Alexandria

PUBLIC FORUM

1. **Jim Rendler:** Resident Jim Rendler, 304 7th Ave NW, expressed concern about a neighbor who repairs boats and has a number of vehicles and boats parked not only in the neighbor's driveway and yard but also on the street, at times, according to Rendler, blocking a portion of other neighbors' driveways. Rendler also noted that junk from the boats is thrown out into the neighbor's yard, making for an unappealing neighborhood that is otherwise a well-kept area. Rendler's request is for assistance from the City and Police Department in enforcing City ordinances pertaining to zoning regulations on operating a home business, parking restrictions and junk. A letter was sent to the neighbor regarding the City ordinance on zoning regulations for a home business and a citation was issued. There have also been incidents with the neighbor and residents in the neighborhood that appear to be disorderly conduct. Rendler does not feel the situation has improved. Police patrols have been increased in the area and the ordinance which requires a conditional use permit for a home business will be strictly enforced.

VISITORS TO THE COUNCIL

1. **Jim Howard, CO Brown Agency, Inc. – Annual Insurance Review:** Jim Howard, CO Brown Agency, Inc. and as agent for the League of Minnesota Cities Insurance Trust (LMCIT) reviewed the City's insurance coverage for the year.

PUBLIC HEARINGS

1. **Consider Granting Property Tax Abatement to Greenway Cooperative Services:** Mayor Tjosaas opened the public hearing at 7:00 p.m. to consider granting a property tax abatement to Greenway Cooperative Services to assist in the construction of a new grain bin. This is a cooperative tax abatement with Dodge County and Independent School District #204 for a period of five years. There were no public comments and no written comments were received. The hearing was closed at 7:01 p.m.
 - a. **Resolution Approving Property Tax Abatement Related to Greenway Cooperative Services Project 2011:** Motion by Nelson and second by Marti to adopt the resolution approving property tax abatement related to Greenway Cooperative Services Project 2011. Ayes: Hopkins, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

**Resolution #5.1-11
Resolution Approving Property Tax Abatement Related to Greenway
Cooperative Services Project 2011
(on file)**

2. **Proposed Business Subsidy to Greenway Cooperative Services:** Mayor Tjosaas opened the public hearing at 7:05 p.m. to approve a proposed business subsidy to Greenway Cooperative. This resolution authorizes the Mayor and City Administrator to execute a development agreement with Greenway Cooperative Services. There were no public comments and no written comments were received. The hearing was closed at 7:05 p.m.
 - a. **Resolution Approving Business Subsidy to Greenway Cooperative Services:** Motion by Hopkins and second by Torkelson to adopt the resolution approving a business a business subsidy to Greenway Cooperative Services. Ayes: Hopkins, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

Resolution #5.2-11
Resolution Approving Business Subsidy to Greenway Cooperative Services
(on file)

COMMITTEE REPORTS

1. **Water and Sewer Committee:** The Water and Sewer Committee met with Administrator Lenth to discuss the Windsor Court proposal to install water meters in each individual trailer. An agreement with Windsor Court will be drawn up, subject to city council approval. There is nothing new to report on Burt Fjerstad's request for relief on water bills for multiple units. The committee is open to any suggestions.

NEW BUSINESS

1. **Resolution Approving Use of Stabilization Funds for General Fund Capital Improvements:** Motion by Torkelson and second by Marti to adopt the resolution approving use of Stabilization Funds for General Fund Capital Improvements. Ayes: Hopkins, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

Resolution #5.3-11
Resolution Approving Use of Stabilization Funds for
General Fund Capital Improvements
(on file)

2. **Billboard and Chamber Banners:** Administrator Lenth would like approval to change the billboard along Highway 14 to showcase five community events, including Wasioja Civil War Days, Dodge County Fair, Kasson Festival in the Park, Mantorville Marigold Days and the Big Iron Classic. The City of Mantorville will pay \$300.00 toward the cost. Motion by Marti and second by Nelson, with all voting aye, to approve the expenditure and proceed with the billboard change.

The Chamber of Commerce has been working for the last six months on procuring banners for the City's street light poles. Administrator Lenth reported that six different designs have been selected with seven banners of each design. Public Works will install the banners.

MAYOR'S REPORT

1. **Financing for 16th Street NE Project:** Finance Director Nancy Zaworski updated the council on the financing for the 16th Street NE project. The total project cost is \$3.294 million. Of the \$1,002,071 for the bridge, Federal government funding is \$585,236; leaving the City with out-of-pocket costs of \$416,835. The City does not have bonding authority for this amount; however, some TIF funds may be used for this. For the street portion, after MSAS money is applied, \$619,992 will be financed through street reconstruction bonds, which may be subject to a reverse referendum. The storm, water and sewer portions of the project will be financed with utility revenue bonds. Other financing sources are also being considered. Mike Bubany from David Drown Associates identified the legal challenges for the City and reviewed the different types of bonding options available.
2. **"Pick Up Kasson" Update:** The mayor reported that three people have contacted him regarding areas of the City they are planning to clean up.

CLERK-ADMINISTRATOR'S REPORT

1. **Masten Creek Update:** Administrator Lenth reported that City staff met with the Corps of Engineers, Dodge County, DNR and MPCA personnel on May 10th to inspect and provide technical assistance for the Masten Creek project. Public Works will continue cleaning up debris from the site and the City will continue the permit process with the Corps of Engineers and DNR.
2. **Outfall Project:** The City does not qualify for grant money for the outfall project. Finance Director Nancy Zaworski will be looking at a PFA loan for 2.12% interest. Estimated project cost is \$1.1 million.

ENGINEER'S REPORT: Neil Britton, WSN, gave an update on the Dodge County Ice Arena parking lot. The curb and gutter will be staked next week and then Rochester Sand & Gravel will begin work on the curb and gutter and paving.

PERSONNEL

1. **Retirement Notice from Bruce Musolf – Fire Department, Resignation Notice from Steve Jurrens – Fire Department, Resignation Notice from Scott Rose – Police Department:** Motion by Marti and second by Torkelson, with all voting aye, to approve the above retirement notice and resignation notices from Bruce Musolf, Steve Jurrens and Scott Rose, along with a thank you to all for their services.
2. **Land Purchase (Closed Session):** The meeting was closed at 8:00 p.m. for discussion of potential land purchase. The meeting was re-opened at 8:08 p.m. **Outcome:** The potential land purchase and negotiation strategy were discussed.

CORRESPONDENCE: The following correspondence was discussed:

1. 2011 Clean-Up Totals

ADJOURN: The meeting was adjourned at 8:11 p.m.

ATTEST:

Randy D. Lenth, City Administrator

Tim Tjosaas, Mayor