

**KASSON CITY COUNCIL REGULAR MEETING MINUTES
January 28, 2009**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 28th day of January, 2009 at 6:00 p.m.

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

THE FOLLOWING MEMBERS WERE ABSENT: Coleman.

THE FOLLOWING WERE ALSO PRESENT: City Administrator Lenth, Admin Assist Benfield, City Planner Martin, Finance Director Richardson, Neil Britton, Gary Fitch, Chris Seljan, Jerry Berg, Judy Hanson, Diane O'Brien-Berge, Randy Carlsen.

Mayor Tjosaas presided over the meeting.

COUNCIL

Agenda: Motion by Marti and second by Nelson, with all voting aye, approving the January 28, 2009 agenda with the following amendments:

Add:	H.2.	Appoint Mark Sannes to Planning Commission
	H.3.	2008 Review and 2009 Preview

Consent Agenda: Motion by Nelson and second by Torkelson approving the January 28, 2009 consent items. Ayes: Marti, Nelson, Tjosaas, Torkelson. Nays: None.

1. **Minutes:** Approved the January 14, 2009 regular meeting minutes as submitted.
2. **Claims:** Approved all claims paid after the January 14, 2009 regular meeting as audited for payment in the amount of \$871,080.65.
3. **Acknowledgement of Committee and Meeting Minutes:** Acknowledged the following committee and meeting minutes for:
 - a. Library Board 12/09/08
4. **Annual Evaluations:** Accepted the following performance evaluations for:
 - a. Library Director Bonnie Adams, with compensation increased to Step 2, Grade 12
 - b. Records Entry Clerk Christine Plummer
5. **Resolution Establishing the 2009 Fee Schedule:** As part of the consent agenda the resolution establishing the 2009 fee schedule was adopted. Ayes: Marti, Nelson, Tjosaas, Torkelson. Nays: None.

**Resolution #1.5-09
Resolution Establishing the 2009 Fee Schedule
(on file)**

VISITORS TO THE COUNCIL

1. **Sue Harwood, Dodge County Historical Society – Old Water Tower:** Rescheduled to the February 11, 2009 regular council meeting.

2. **Kasson Fire Department – Authorization to Order Fire Rescue Truck, not to exceed \$165,000:** Gary Fitch and Chris Seljan, Kasson Fire Department, provided information on a new fire rescue truck that would replace a 21-year old fire truck. \$25,000/year has been budgeted the last four years for a new rescue truck. If the truck is ordered now, with delivery in May, 2009, the City would avoid cost increases. Motion by Marti and second by Torkelson, with all voting aye, to authorize the Fire Department to complete specifications, advertise for bids and order a Fire Rescue Truck not to exceed \$165,000 total cost.

OLD BUSINESS

1. **Re-Use Study Contract:** There were three respondents to the Requests for Proposal for the re-use study contract for the Old Elementary School. KARE is recommending John Lauber of John Lauber and Company as the principal investigator for the re-use study. As members of the SCHRAC group, Mayor Tjosaas and City Planner Martin concur with that recommendation. Motion by Nelson and second by Marti, with all voting aye, to authorize preparation of a contract for John Lauber to complete a re-use study on the Old Elementary School.

NEW BUSINESS

1. **Authorize Quotes for Asbestos Removal and Demolition of the “old” Expressions and Country Pizza Buildings:** Motion by Marti and second by Nelson, with all voting aye, to authorize the City Engineer to prepare specifications and request quotes for asbestos removal and demolition of the Old Expressions and Country Pizza buildings.
2. **An Ordinance Amending Kasson Municipal Code Sec. 24 Establishing a “Net Revenue Loss” Payment Fee:** When the City annexes land there are times when the electrical service territory is owned by another electric provider. This ordinance requires a fee to be paid by the developer, on a per lot basis, at the time of Platting to compensate for the Net Revenue Loss incurred by the incumbent provider. The fee will be equal to 110% of the amount established by the Public Utilities Commission as the Net Revenue Loss payment. Motion by Nelson and second by Tjosaas to adopt an ordinance amending Kasson Municipal Code Sec. 24 establishing a “Net Revenue Loss” payment fee. Ayes: Nelson, Tjosaas, Torkelson. Nays: Marti.

Ordinance No. 835
An Ordinance Amending Kasson Municipal Code Sec. 24 Establishing a
“Net Revenue Loss” Payment Fee
(on file)

3. **Utility Accounts Receivables:** Finance Director Nancy Richardson reported that there is approximately \$22,500 in uncollectible debt related to utility accounts over the last eight years. This debt has been removed from the accounting side but has not been removed from the Utility Billing Accounts Receivable. The request is for approval from the council to remove that debt amount from the Utility Billing Accounts Receivable also. Motion by Marti and second by Torkelson, with all voting aye, to remove the uncollectible debt of approximately \$22,500, as presented, from the Utility Billing Accounts Receivable.

MAYOR’S REPORT

1. **Re-Appoint Coy Borgstrom to Planning Commission (3-year term):** Mayor Tjosaas re-appointed Coy Borgstrom to the Planning Commission for a 3-year term.

2. **Appoint Mark Sannes to Planning Commission:** Mayor Tjosaas appointed Mark Sannes to the Planning Commission for a 3-year term.
3. **2008 Review and 2009 Preview:** Mayor Tjosaas reported on the accomplishments of 2008, including construction of the new Public Utilities Building and the West Main Street and 6th Avenue NW projects, the beginning of the K-M Recreational Facilities Board and the video-taping and ongoing repair of the sanitary sewer system. The Mayor also addressed the top 2009 issues which include the economy/budget, needed facilities, downtown revitalization, quality of life projects (need to be balanced along with public safety, infrastructure), the Big Stone II project and focusing on ways to control the budget and investigating ways to become even more efficient.

CLERK-ADMINISTRATOR'S REPORT

1. **Notice of Sidewalk Snow Removal Violation:** Administrator Lenth showed an example of a sidewalk snow removal violation notice that will go to residents not clearing their sidewalk. The Snow Removal Ordinance states that sidewalks must be clean of ice and snow 24 hours after cessation of a snow fall. If a property owner is not in compliance with the snow removal ordinance, he/she will receive a "yellow tag" notice which will be the only warning for the season. The accumulated snow must be removed within 24 hours or the City of Kasson will have it removed and bill the owner. Subsequent violations will not receive a warning.

ADJOURN: The meeting was adjourned at 6:55 p.m.

ATTEST:

Randy D. Lenth, City Administrator

Tim Tjosaas, Mayor