

KASSON CITY COUNCIL REGULAR MEETING MINUTES
April 13, 2011

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 13th day of April, 2011 at 6:00 p.m.

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

THE FOLLOWING MEMBERS WERE ABSENT: Torkelson.

THE FOLLOWING WERE ALSO PRESENT: City Administrator Lenth, Admin Assist Benfield, Community Dev Director Martin, Police Chief Schuck, Neil Britton, Gary Fitch, Joe Fitch, Dorothy Larsen, Doug Robinson, 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, to approve the April 13, 2011 agenda with the following amendments:

Remove:	F.3.	Comprehensive Plan Adoption			
Add:	A.2.e.3.	L. Rappe	IIMC Conf	5/9-13	Nashville, TN
	F.4.b.	Resolution Requesting to Reserve Advance Funding			
	K.2.	Investigation (Closed Session)			

Consent Agenda: Motion by Nelson and second by Marti to approve the April 13, 2011 consent items. Ayes: Hopkins, Marti, Nelson, Tjosaas. Nays: None.

1. **Minutes:** Approved the March 23, 2011 regular meeting minutes as submitted.
2. **Claims:** Approved all claims processed after the March 23, 2011 regular meeting, as audited for payment in the amount of \$356,740.12.
3. **Conferences/Training:** Acknowledged the following employee training/conference attendance for:

a.	K. Anderson	Spray Irrigation Refresher	5/7	Rochester
b.	R. Lenth	MCMA	5/4-6	Nisswa
c.	L. Rappe	IIMC Conf	5/9-13	Nashville, TN
4. **Uncollectible Account Write-Offs:** Approved eight utility account write-offs as uncollectible.

PUBLIC FORUM: Diane O'Brien-Berge asked about a final draft of the Widseth Smith Nolting three proposals for a library at the Old Elementary School site. No final drafts have been presented. She was told the proposals will go through the normal review process.

OLD BUSINESS

1. **Resolution Ordering an Annexation Pursuant to the Terms of the Orderly Annexation Agreement Between Mantorville Township and the City of Kasson**: This resolution gives the City control over the right-of-way from the City limits of 16th Street NE to County Rd 15. A snowplowing and maintenance agreement has been worked out with Mantorville Township for the next year. The township will do the snowplowing this coming season and a contract will then be negotiated for future maintenance. Motion by Nelson and second by Marti to adopt the resolution ordering an annexation pursuant to the terms of the orderly annexation agreement between Mantorville Township and the City of Kasson. Ayes: Hopkins, Marti, Nelson, Tjosaas. Nays: None.

Resolution #4.1-11

**Resolution Ordering an Annexation Pursuant to the Terms of the Orderly Annexation Between Mantorville Township and the City of Kasson
(on file)**

2. **Proposal to Process Cooperative Tax Abatement**: This is a proposal from Mike Bubany of David Drown Associates to assist in processing a Tax Abatement between the City, Dodge County and the School District for the Greenway project. The cost would be \$3,500, plus expenses not to exceed \$500. Motion by Marti and second by Hopkins, with all voting aye, to approve the proposal from Mike Bubany to process a cooperative Tax Abatement between the City, Dodge County and the School District.

3. **Request to Reserve Advance Funding**

- a. **Resolution Requesting MSAS Fund Advance**: This resolution requests approval to advance up to \$585,236 from the Municipal State Aid Street Fund for the Masten Creek bridge project. Repayment of the advanced funds will be made from Federal funds. Motion by Nelson and second by Hopkins to adopt the resolution requesting an MSAS fund advance. Ayes: Hopkins, Marti, Nelson, Tjosaas. Nays: None.

Resolution #4.2-11

**Resolution Requesting MSAS Fund Advance
(on file)**

- b. **Resolution Requesting to Reserve Advance Funding**: This resolution requests the Commissioner of Transportation to approve an advance funding amount up to \$556,191 to finance an approved MSAS project for the City of Kasson. The City's Municipal State Aid allocation is \$185,000/year and the City can borrow up to three years in advance. Motion by Marti and second by Nelson to adopt the resolution requesting to reserve advance funding. Ayes: Hopkins, Marti, Nelson, Tjosaas. Nays: None.

Resolution #4.3-11

**Resolution Requesting to Reserve Advance Funding
(on file)**

CLERK-ADMINISTRATOR'S REPORT

1. **Electric Committee Meeting:** Administrator Lenth noted that a meeting with the Electric Committee will be set up next week to discuss the Iowa Stored Energy Park (ISEP) project. ISEP harvests and stores wind energy for future use when needed.

ENGINEER'S REPORT

1. **Dodge County Fairgrounds Sanitary Sewer Upgrade:** The main sewer line is under construction at the Dodge County Fairgrounds.

PERSONNEL

1. **Fire Chief Position:** The Fire Selection Committee interviewed and selected a candidate for recommendation to the City Council as Fire Chief. That candidate has since submitted a letter of resignation to the City. The Emergency Services Committee met with Gary Fitch and asked him to be the Interim Fire Chief and he agreed. Motion by Hopkins and second by Marti, with all voting aye, to approve the appointment of Gary Fitch as Interim Fire Chief. It was noted that as Interim Fire Chief he will have the full power, responsibility and authority of the Fire Chief position.
2. **Closed Session - Investigation:** The meeting was closed at 6:21 p.m. in accordance with Minnesota Statute 13D.05 Subdivision 2(b) for the purpose of discussing a potential Fire Department hostile work environment investigation. The meeting was re-opened at 6:32 p.m. **Outcome:** Motion by Nelson and second by Marti, with all voting aye, to approve the hiring of an outside investigator to determine and report factual information to the City Council and City Attorney regarding allegations of threats and/or intimidation by members of the Fire Department toward other members.

CORRESPONDENCE: The following correspondence was reviewed:

1. Council Work Session – 2010 Annual Audit Report 4/27 in City Hall Council Chambers

ADJOURN: The meeting was adjourned at 6:33 p.m.

ATTEST:

Randy D. Lenth, City Administrator

Tim Tjosaas, Mayor