

KASSON CITY COUNCIL REGULAR MEETING MINUTES
July 27, 2011

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 27th day of July, 2011 at 6:00 p.m.

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

THE FOLLOWING MEMBERS WERE ABSENT: Hopkins, Tjosaas.

THE FOLLOWING WERE ALSO PRESENT: City Administrator Lenth, Admin Assist Benfield, Community Dev Director Martin, Finance Director Zaworski, Neil Britton, Mike Bubany, Gretta Becay, Gerald & Virginia Giese, Jon Tollefson, Mark Matuska, Rod Peterson, Melanie Leth, Don Ness, Randy Carlsen.

Acting Mayor Nelson presided over the meeting.

COUNCIL

Agenda: Motion by Torkelson and second by Marti, with all voting aye, to approve the July 27, 2011 amended agenda with the following amendment:

Add:	K.3	Approve Hiring of Two Part-Time Police Officers
Move:	K.1, K.2 & K.3	to follow B. Public Forum

Consent Agenda: Motion by Marti and second by Torkelson to approve the July 27, 2011 consent items. Ayes: Marti, Nelson, Torkelson. Nays: None.

1. **Minutes:** Approved the July 13, 2011 regular meeting minutes as submitted.
2. **Claims:** Approved all claims processed after the July 13, 2011 regular meeting, as audited for payment in the amount of \$388,639.38.
3. **Acknowledgement of Committee and Meeting Minutes:** Acknowledged the following committee/meeting minutes for:
 - a. Planning Commission - 07/11/11
4. **Pay Estimates:** Approved the following pay estimates for:
 - a. Rochester Sand & Gravel Dodge Co Ice Arena Parking Lot Partial \$142,868.29
 - b. S L Contracting Blaine's 12th, Ph 3 Partial \$ 9,160.14

PERSONNEL

1. **Accept Resignation of Mike Wunderlich from Police Department:** Motion by Marti and second by Torkelson, with all voting aye, to accept the resignation of Mike Wunderlich from the Police Department, with appreciation and thanks, effective July 16, 2011.
2. **Approve New Hire for Police Department:** Motion by Torkelson and second by Marti, with all voting aye, to approve the hiring of part-time Police Officer Jesse Kasel to full-time Police Officer effective August 15, 2011 at Step 1, Grade 10 of the current pay scale.

3. **Approve Hiring of Two Part-Time Police Officers:** Motion by Marti and second by Torkelson, with all voting aye, to approve the hiring of Matthew Stradtman and Anthony Heaser as part-time Police Officers, pending successful completion of MN POST licensing exam, background check, and psychological and physical exams with a projected start date of September 6, 2011 at Step 1, Grade 10 of the current pay scale.

PUBLIC HEARING

1. **Public Hearing for the Modification of Municipal Development District No. 1, the Adoption of the Modified Development Program, Modification No. 4 of Tax Increment Financing District No. 1-2 and Adoption of the Modified Tax Increment Financing Plan Relating Thereto:** Acting Mayor Nelson opened the public hearing for the modification of Municipal Development District No. 1, the adoption of the modified Development Program, modification No. 4 of Tax Increment Financing District No. 1-2 and adoption of the modified Tax Increment Financing Plan relating thereto at 6:07 p.m. Mike Bubany, David Drown Associates, gave the staff presentation. The City of Kasson originally established TIF District No. 1 (Erdman-Mayo) in March, 1988 to assist in the expansion of a grocery store and other redevelopment activities and adopted a tax increment financing plan. The TIF plan has been modified three times since. TIF District No. 1-2 refers to this area which includes a second district within Development District No. 1. Modification of TIF Financing District No. 1-2 allows the City to use excess funds created by this district for infrastructure projects. It is the City's intent to use this money to help fund the replacement of the 16th Street NE bridge. General Obligation TIF bonds will be issued funded with tax increment revenues. There were no public comments and no written comments were received. The hearing was closed at 6:14 p.m.
 - a. **Resolution Approving the Modification of Municipal Development District No. 1, the Adoption of the Modified Development Program, Modification No. 4 of Tax Increment Financing District No. 1-2 and Adoption of the Modified Tax Increment Financing Plan Relating Thereto:** Motion by Marti and second by Torkelson to adopt the resolution approving the modification of Municipal Development District No. 1, the adoption of the modified Development Program, modification No. 4 of Tax Increment Financing District No. 1-2 and adoption of the modified Tax Increment Financing Plan relating thereto. Ayes: Marti, Nelson, Torkelson. Nays: None.

Resolution #7.5-11

**Resolution Approving the Modification of Municipal Development District No. 1, The Adoption of the Modified Development Program, Modification No. 4 of Tax Increment Financing District No. 1-2 and Adoption of the Modified Tax Increment Financing Plan Relating Thereto
(on file)**

COMMITTEE REPORTS

1. **Streets and Alleys:** Because of construction due to replacement of the 16th St bridge and the inconvenience to residents along an unpaved portion of 16th St NE/625th St, a dust control policy will be established. The City will pay 100% of the dust control cost for 500 feet in front of each residence once per year. If a resident wants dust control more often, the resident will be responsible for the full expense. This policy is in effect for the years 2011 and 2012

only. The resolution will be amended to clarify that dust control at the City's cost will be done once per year. Affected residents will receive a letter detailing the policy.

- a. **Resolution Establishing a Dust Control Policy**: Motion by Torkelson and second by Marti to adopt the resolution, as amended, establishing a dust control policy.
Ayes: Marti, Nelson, Torkelson. Nays: None.

Resolution #7.6-11
Resolution Establishing a Dust Control Policy
(on file)

- b. **Future Street Projects**: Future street projects include 5th Avenue NW from Main Street through 8th Street NW. This will be a total reconstruction with water, sewer, curb, gutter and blacktop and is proposed for 2013. Also included as future street projects are 2nd Street SW and 4th Avenue SW.
- c. **Storm Water Repair – East Main**: Flooding at the Police Department building (old Fire Hall) is due to five blocks of Main Street water flowing there. There is only one 36" culvert going under the railroad to handle this water. To alleviate the problem this year a new catch basin will be added and the two existing catch basins will be replaced with larger structures, a storm manhole will be added and a new 36" sewer pipe will be extended south of East Main Street and blocked. Future plans will have the 36" storm sewer extended south across the railroad tracks and CSAH 34 to an existing outlet.

CLERK-ADMINISTRATOR'S REPORT

1. **WWTP Crop Rental Agreement**: Administrator Lenth's proposal is to terminate the current Farm Land Agreement with the Kasson-Mantorville FFA Alumni Association for the farm property surrounding the City of Kasson's Wastewater Treatment Plant. A different contract such as cash rental would be of more benefit. The City could instead consider direct donations to the K-M FFA Alumni Association. Motion by Torkelson and second by Marti, with all voting aye, to approve sending a termination notice of the rental agreement to the K-M FFA Alumni Association for the WWTP cropland rental and consider looking at other options for renting out the land.

ENGINEER'S REPORT

1. **Progress Report**: Neil Britton, WSN, presented the progress report on current projects in the City, including the 16th Street NE project. It was noted that because of the State shutdown, the 16th Street project will not happen this year. Work will continue on getting ready for the project.

ADJOURN: The meeting was adjourned at 6:40 p.m.

ATTEST:

Randy D. Lenth, City Administrator

Matt Nelson, Acting Mayor

