

KASSON CITY COUNCIL REGULAR MEETING MINUTES

December 12, 2012

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 12th day of December, 2012 at 6:00 p.m.

THE FOLLOWING MEMBERS WERE PRESENT: Tjosaas, Torkelson, Nelson and Hopkins

THE FOLLOWING MEMBERS WERE ABSENT: Marti

THE FOLLOWING WERE ALSO PRESENT: City Administrator Lenth, Admin Assist Weigel, Finance Director Zaworski, Community Dev Director Martin, City Engineer Neal Britton, Randy Carlsen, Joe Fitch, Kathy O'Malley, Kris Johnson, Wally Meinert, Fred Spading, Loraine Spading and Dan Egglar
Mayor Tjosaas presided over the meeting.

COUNCIL

Agenda: Motion by Hopkins and second by Torkelson, with all voting aye, to approve the December 12, 2012 agenda with the following amendments:

Add:	A.2.i	Pool Demolition Retainage – Bob Braaten Construction
	H.1	Appoint Tarik Kamel to Library Board
	H.2	Appoint Sheldon Torkelson to Planning & Zoning Board
	I.2	Council iPad policy
	F.3	Old School Purchase Agreement Cancellation

Consent Agenda: Motion by Nelson and second by Hopkins to approve the December 12, 2012 consent items. Ayes: Tjosaas, Torkelson, Nelson and Hopkins. Nays: None.

1. **Minutes:** Approved the November 28, 2012 regular meeting minutes as submitted
2. **Claims:** Approved all claims processed after the November 28, 2012 regular meeting, as audited for payment in the amount of \$ 185,017.89
3. **Acknowledgement of Committee and Meeting Minutes:** Acknowledged the following committee/meeting minutes for:
4. **Conference/Training**
5. **Pay Estimates:**

1. Bob Braaten Const	Aquatic Center	Est #2	\$68,970.00
2. MOHS Construction	Aquatic Center	Est #2	\$119,242.10
3. Superior Mechanical	Aquatic Center	Est #2	\$17,670.00
4. Neuman Pools	Aquatic Center	Est #2	\$450,670.82

6. **Resolution Authorizing TIF Fund Transfers**

**RESOLUTION NO. 12.2.12
RESOLUTION AUTHORIZING TIF FUND TRANSFERS**

7. **Resolution Committing Specific Revenue Sources and Confirming Restrictions for Specified Purposes in Special Revenue Funds**

**RESOLUTION #12.1-12
RESOLUTION COMMITTING SPECIFIC REVENUE SOURCES AND CONFIRMING
RESTRICTIONS FOR SPECIFIED PURPOSES IN SPECIAL REVENUE FUNDS**

8. **Pool Demolition Retainage – Bob Braaten Construction:** Demolition project has been completed and all lien waivers have been received. Braaten is now requesting final payment for completed project.

COMMITTEE REPORTS

1. Park Board Minutes – November 20, 2012:
 1. Motion was made by Torkelson and second by Nelson to approve the hiring of an adult basketball league supervisor as outlined in the Park Board Minutes. Ayes: Tjosaas, Torkelson, Nelson and Hopkins. Nays: none
 2. Motion was made by Nelson and second by Torkelson to approve the purchase of a time clock for adult basketball league not to exceed \$700.00. Ayes: Tjosaas, Torkelson, Nelson and Hopkins. Nays: none

OLD BUSINESS

1. **Cancel Hindermann Property Purchase:** Motion was made by Hopkins and second by Torkelson to approve the cancellation of the Hindermann Property Purchase. Ayes: Tjosaas, Torkelson, Nelson and Hopkins. Nays: none
2. **Final Levy:** Finance Director Zaworski presented the Levy and Budget to council. Motion was made by Nelson and second by Hopkins to approve the Resolution Approving Final 2012 Tax Levy, Collectible in 2013. Ayes: Tjosaas, Torkelson, Nelson and Hopkins. Nays: none. Motion was made by Torkelson and second by Hopkins to Approve 2013 Budget. Ayes: Tjosaas, Torkelson, Nelson and Hopkins. Nays: none

RESOLUTION #12.3-12

RESOLUTION APPROVING FINAL 2012 TAX LEVY, COLLECTIBLE IN 2013

3. **Old School Purchase Agreement Cancellation:** Sherman Associates has requested cancellation of the purchase agreement. Motion was made by Nelson and second by Torkelson to approve the cancellation of the purchase agreement with Sherman Associates. Ayes: Tjosaas, Torkelson, Nelson and Hopkins. Nays: none

NEW BUSINESS

1. **Kris Johnson Annexation:** Motion was made by Nelson and second by Hopkins to approve the annexation to the City of Kasson and detachment from Mantorville township for the purpose of adding land to several residential lots in the Masten Creek Woodlands Subdivision of the City of Kasson. Ayes: Tjosaas, Torkelson, Nelson and Hopkins. Nays: none
2. **GovQA Community Development Platform:** Motion was made by Hopkins and second by Nelson to approve the purchase agreement with GovQA for Planning & Zoning software. Ayes: Tjosaas, Torkelson, Nelson and Hopkins. Nays: none

MAYOR'S REPORT

1. **Library Board Appointment – Tarik Kamel:** Mayor Tjosaas appointed Tarik Kamel to the Library Board starting in January 2013.

2. **Planning and Zoning Board – Sheldon Torkelson:** Mayor Tjosaas appointed Sheldon Torkelson to the Planning and Zoning board starting in January 2013.

CLERK-ADMINISTRATOR REPORT

1. **Aquatic Center Change order; A & A Electric Change Order 1:** Motion by Torkelson and second by Marti to approve Change Order 1; Use LED's (Light Emitting Diodes) in place of standard sodium lighting. Ayes: Tjosaas, Nelson, Hopkins, and Torkelson. Nays: none
2. **Council iPad Policy:** Technology Committee was asked to meet before the December 19, 2012 meeting and establish a technology policy for council members.

ENGINEER'S REPORT

1. Neil Britton, WSN, reported on the possible agreement between the City of Kasson and the City of Mantorville for City of Kasson to accept Mantorville wastewater. There will be further discussion in February 2013.

PERSONNEL:

1. **Approve New Firefighter Selection:** Motion by Hopkins and second by Nelson with Tjosaas, Nelson, Hopkins and Torkelson voting aye and none voting nay to approve the hiring of Anthony Fjerstad, Timothy Hugley and Mark Kujath as firefighters effective January 7, 2013.
2. **Increase position hours for Liquor Store Senior Clerk:** Motion by Nelson and second by Hopkins to approve moving the Senior Liquor Clerk position to 40 hours per week. Ayes: Tjosaas, Nelson, Hopkins, and Torkelson. Nays: none

CORRESPONDENCE

1. **October Cash & Investment Summary:** No discussion needed
2. **Fire Relief Association Reports:** No discussion needed

ADJOURN: The meeting was adjourned at 6:45 p.m.

ATTEST:

Randy D. Lenth, City Administrator

Tim Tjosaas, Mayor