

# KASSON CITY COUNCIL REGULAR MEETING MINUTES

October 23, 2013

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 23<sup>rd</sup> day of October, 2013 at 6:00 p.m.

**The following members were present:** Tjosaas, Coleman, Eggler, Hopkins and Nelson

**The following members were absent:** none

**The following were also present:** City Administrator Lenth, Admin Assist Weigel, Finance Director Zaworski, Community Dev Director Martin, City Engineer Neil Britton, Police Officer Josh Hanson, Charles Anderson, Gretta Becay and Randy Carlsen  
Mayor Tjosaas presided over the meeting

## A. COUNCIL:

**1. Agenda:** Motion by Eggler and second by Nelson with all voting aye, to approve the October 23, 2013 agenda with the following amendments:

    Add                      L.3                      Kasson Public Library Summer Reading Program 2013

**2. Consent Agenda:** Motion by Hopkins and second by Coleman to approve the October 23, 2013 consent items. Ayes: Tjosaas, Coleman, Eggler, Hopkins and Nelson. Nays: None.

- a. **Minutes:** Approved the October 9, 2013 regular meeting minutes as submitted
- b. **Claims:** Approved all claims processed after the October 9, 2013 regular meeting, as audited for payment in the amount of \$620,996.20
- c. **Acknowledgement of Committee and Meeting Minutes:**
  - 1. Library Board – October 8, 2013
- d. **Annual Evaluations:** NONE
- e. **Conferences/Training:** NONE
- f. **Pay Estimates**
  - 1. Swenke Ims Contracting    3<sup>rd</sup> Ave SW/Park & Ride            Est #5            \$162,877.84
  - 2. Rochester Sand & Gravel    2013 Bigelow Resurfacing            Est #3            \$30,098.29

## B. VISITORS TO THE COUNCIL:

**1. Charles Anderson – Kasson American Legion Post 333:** Mr. Anderson addressed the Council on behalf of the Kasson American Legion Post 333 and their interest in taking possession of the vacant city owned lot on the west side of the existing building. Upon taking possession of the property Post 333 would assume all property taxes and maintenance of the lot. They would like to add an additional entrance to the building for veterans, patrons and organizations that use the facility. They propose to pave and have organized parking space, which will be available to patrons of other businesses in the area such as Dibble Funeral Home and State Theater.

**C. PUBLIC FORUM:** NONE

**D. PUBLIC HEARINGS:** NONE

## E. COMMITTEE REPORTS:

### 1. Planning & Zoning Commission

**a. Overland Addition:** Community Development Director Martin presented the preliminary plat for the Overland Addition. Community Development Director Martin pointed out that the plat map states this is an Urban Expansion when in actuality it is zoned as a C-2 property (General Commercial District). MnDOT has requested additional information regarding hydrology before the final plat. There was no discussion at the public hearing during the October 14, 2013 Planning and Zoning Commission meeting. *Motion to approve the **Resolution Approving the Preliminary Plat of the Overland Addition; Resolution #10.2-13** as recommended by the Planning and Zoning Commission was made by Council Member Egger and duly seconded by Council Member Nelson. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egger, Hopkins and Nelson. Those against same: none.*

**b. Lone Oak Development:** Lone Oak Development Company, also known as One Stop Realty, has requested a Planned Unit Development for expansion of one building and adding another building. There was no discussion at the public hearing at the October 14, 2013 Planning and Zoning Commission meeting. The Planning and Zoning Commission recommended granting a Conditional Use Permit with a special condition that construction be limited to the footprints shown on the adopted map. *Motion to approve the Conditional Use Permit for Lone Oak Development as recommended by the Planning and Zoning Commission based off of their Findings of Fact was made by Council Member Hopkins and duly seconded by Council Member Coleman. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egger, Hopkins and Nelson. Those against same: none.*

### 2. Street Committee

**a. Parking Ordinance:** Council Members Hopkins and Egger along with City Administrator Lenth met to discuss parking concerns that had been previously raised. The concern was with Ordinance 70.25 Parking of Certain Vehicles Restricted. The ordinance states that no person shall park certain large vehicles or trailers on any street or alley for more than one hour unless the street or alley has been otherwise posted to the contrary. This committee is in agreement with making a change after they are able to speak with the Chief of Police regarding the procedure that is currently being used. The committee was not able to meet with Chief Schuck prior to this City Council meeting.

**b. Sidewalk Plan:** A neighborhood meeting was held on October 15, 2013 at First Presbyterian Church regarding the proposed street reconstruction in the upcoming years. Several residents expressed concern over sidewalks and their location. It is the recommendation of this committee that no new sidewalks be placed on 5<sup>th</sup> Ave NW, the existing sidewalks on 3<sup>rd</sup> Ave NW be replaced and sidewalks be placed along 8<sup>th</sup> Ave NW. It appears that sidewalks on 8<sup>th</sup> Avenue will need to be placed along the west side of the street due to the ball field and utilities on the east side. The committee will make a formal recommendation once a feasibility study is completed. This construction is anticipated to start in 2015 or 2016.

**F. OLD BUSINESS:**

**1. Land Exchange between City of Kasson and Carter Blaine:** Community Development Director Martin addressed the Council regarding a land exchange between the City of Kasson and Goodrich-Fellows Land Development. The proposed land to be exchanged is Lots 1-7 Block 2 of the Lindon Manor Replat, currently owned by the City of Kasson and land adjoining Lion's Park owned by Goodrich-Fellows Land Development. The proposed use for the land the City would acquire is expansion of Lion's Park and flood mitigation. The Lindon Manor lots were acquired a number of years ago through tax forfeiture. After this proposed transaction the lots will become taxable and will be used for their original intended purpose. The Planning and Zoning Commission is requesting approval of a resolution approving certain elements of an agreement to swap the City's lots in Lindon Manor for land owned by Goodrich-Fellows Land Development adjoining Lion's Park. Community Development Director Martin informed the Council that the Certificate of Survey would be ready for the November 13, 2013 City Council meeting. *Motion to approve the **Resolution Approving Certain Elements of an Agreement to Trade Lands; Resolution #10.3-13** as recommended by the Planning and Zoning Commission was made by Council Member Egger and duly seconded by Council Member Hopkins. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egger, Hopkins and Nelson. Those against same: none.*

**G. NEW BUSINESS: NONE**

**H. MAYOR'S REPORT: NONE**

**I. CLERK-ADMINISTRATOR'S REPORT:**

**1. Holiday Meeting Schedule:** City Administrator Lenth informed Council that the second meeting of November falls on Wednesday, November 27, 2013, the evening before Thanksgiving and the second meeting of December falls on Christmas Day. After little discussion the *motion to approve moving the second November meeting to Tuesday, November 26, 2013 at 6:00 pm and moving the second December meeting to December 18, 2013 at 6:00pm* was made by Council Member Hopkins and duly seconded by Council Member Nelson. *Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egger, Hopkins and Nelson. Those against same: none.*

**J. ENGINEER'S REPORT:**

**1. Neil Britton, WSN reported on the following projects:**

- a. **Street Projects:** completed for 2013
- b. **Kasson/Mantorville Waste Water Treatment:** Brief update was given on the progress .
- c. **Folkestad Building & House:** Contractor is in the process of replacing the roof. This phase is to be done by November 4, 2013. Community Development Director Martin stated that he is 75% certain that the entire building is rented for two existing business expansions with occupancy date of March 1, 2014; however he does not have signed agreements as of today.
  1. **Carriage House:** The City of Kasson is waiting for the go ahead from MRA. The cement pad needs to be in place before the structure can be moved.

**K. PERSONNEL: NONE**

**L. CORRESPONDENCE:**

- 1. Kasson Fire Dept. Relief Association Financial Statements & Management Letter**: No Discussion
- 2. Lead/Copper Tap Water Monitoring Report**: City Administrator Lenth reported to the Council that 25 water samples were taken from all areas of the City. The quality and purity is excellent and only one sample was a concern. The individual resident has been made aware of this and it's likely to be a sampling error. This sample will be retested at a later date.
- 3. Kasson Public Library Summer Reading Program 2013**: No Discussion

**M. ADJOURN:**

- 1. The meeting was adjourned at 6:29 p.m.

**ATTEST:**

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Randy D. Lenth, City Administrator

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Tim Tjosaas, Mayor