

**KASSON CITY COUNCIL REGULAR MEETING MINUTES
October 8, 2014**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 8th day of October, 2014 at 6:00 p.m.

THE FOLLOWING MEMBERS WERE PRESENT: Coleman, Egglar, Hopkins, Worden and Nelson.

THE FOLLOWING MEMBERS WERE ABSENT: None.

THE FOLLOWING WERE ALSO PRESENT: City Administrator Lenth, City Clerk Rappe, Community Dev Director Martin, Finance Director Zaworski, City Engineer Neil Britton, Randy Carlson and Judy Ruport.
Mayor Nelson presided over the meeting.

COUNCIL

Agenda: *Motion by Worden and second by Coleman, with all voting aye, to approve the October 8, 2014 agenda with the following amendments:*

Add: E.1 Library Building Committee Report
 E.2 Street Committee Report

Consent Agenda: *Motion by Egglar and second by Hopkins to approve the October 8, 2014 consent items. Ayes: Coleman, Egglar, Hopkins, Nelson and Worden. Nays: None.*

- a. **Minutes:** Approved the September 24, 2014 regular meeting minutes as submitted.
- b. **Claims:** Approved all claims paid after the September 24, 2014 regular meeting, as audited for payment in the amount of \$118,669.76.
- c. **Acknowledgement of Committee and Meeting Minutes:**
- d. **Annual Evaluations:**
- e. **Conferences/Training:**
- f. **Pay Estimates/Change Orders:**

1. Pay Est #1 Pember Companies Lions Park & Trail \$281,870.31

VISITORS TO THE COUNCIL

PUBLIC FORUM - Judy Ruport, 403 3rd Ave SW, acknowledged and apologized that her letter to the editor in the DCI should have said that the fire truck financing that it was a bond and not a TIF bond. Ms. Ruport questioned why the fast food survey results were on the EDA agenda and are we using that to decide what goes on the former Zomok property? Mayor Nelson stated we are not going by the survey and whoever writes the check for the land will be the new owner. She wanted to know why it was on the agenda. Mayor Nelson stated that it was

a discussion item. What was the interest rate of the TIF bond taken out on April 16, 2014? Mayor Nelson stated that he will need to research that and get back to her. She then asked if old TIF money can be used or does an itemized use of money have to be made at the time of applying for a TIF bond. Martin stated that it depends on the year of the TIF district, pre 1989 and some a little later allowed to use the money in different fashions. Anything we do now you have to establish your uses and budgets at the time of approval of the TIF plan. She requested under the data practices act an itemized statement as to what the Folkestad Development cost was and the cost of the Oppidan Development to date. Also, how was it paid for, what funds paid for what parts; including the overruns and the extras?

PUBLIC HEARING

COMMITTEE REPORTS

1. **Library Building Committee** – Finance Director Zaworski gave the report for the committee. Many committees and boards were represented at the ground breaking on Oct. 1. Building Committee is finishing up details for the new building. Fundraising is well on its way and they have asked for help from other political subdivision and applied for several grants. The good news is that the State Department of Administration has approved the pre-design packet, the first step in the State’s Library Construction Grant process.
2. **Street Committee** – Councilperson Egger stated they met with the Police Chief and Public Works Director and KM Nursery Group about installing “no parking” signs in front of the KMNG on 8th St NW. This will be five parking spots on the north side of 8th St NW just in front of the Nursery Group. The Nursery Group would also like “Children at Play” signs on that street.

Motion to put No Parking signs on the north side of 8th St NW in front of KMNG made by Hopkins, second by Egger with all voting Aye.

OLD BUSINESS

1. **Masten Creek Outlot** – Community Development Director Martin stated that at the last meeting we approved a minor subdivision to combine Lot 6 with Outlot A of Masten Creek Woodlands. Upon trying to record this we discovered that Outlot A had been dedicated as ownership to the City so we are asking the council to approve a Quit Claim Deed to return the property to Johnson Development. **Motion by Hopkins, second by Coleman with all voting Aye approving Resolution 10.1-14**

(on file)

Resolution 10.1-14

A Resolution Approving Sale of Outlot A, Masten Creek Woodlands to Johnson Development and Design, LLC

2. **Clarification on Audit Services** – Administrator Lenth stated that the audit services with Smith-Schafer and Associates is for years ending December 31, 2014, 2015 and 2016

NEW BUSINESS

1. **Proposed Folkestad Lease** – Empower You Wellness and EDA have approved lease terms for the balance of the Folkestad building. Empower You Wellness will pay the balance of the

new flooring to be installed. The rent formula is the same as Just Like Home Daycare and will be \$398 per month and since EYW will occupy 16% of the building they will pay 16% of the insurance and taxes. This is a 3 year lease and the flooring will stay if the tenant moves out. Council Member Coleman asked about parking in that area. Martin stated that there are parking issues in that area but EYW should not have more than a couple cars there at a time.

Motion to approve the lease with Empower You Wellness made by Worden, seconded by Coleman with all voting Aye.

- 2. Resolution Closing Certain Debt Service Funds** – Finance Director Zaworski stated this is a housekeeping resolution to close debt service funds for which debt has been paid but for which there are still outstanding assessments. Fund 375 will be closed into fund 401 and funds 378 and 379 will be closed into fund 374.

Motion to approve the Resolution to Close Certain Debt Service Funds made by Egger, seconded by Hopkins with all voting Aye.

(on file)

Resolution #10.2-14

Resolution Closing Certain Debt Service Funds

MAYOR'S REPORT

ADMINISTRATOR'S REPORT

- 2015 Budget Item** – The City contracts for capital items through the State Purchase Program and a price increase for the loader/backhoe is anticipated after October, 2014. City Administrator Lenth would like the Council to approve the purchase order before the price increase and before December when the 2015 budget will be approved in its' entirety.

Motion by Coleman and second by Egger to approve the loader/backhoe purchase payable in 2015. All Ayes.

ENGINEER'S REPORT

- City Engineer, Neil Britton informed the Council on Lion's Park – Park and Rec Director Ron Unger will start moving the skate park equipment and installing it on the concrete pad. Mr. Unger will also do the seeding this fall. Pember Construction is working with their subcontractor to blacktop the trail.

PERSONNEL

CORRESPONDENCE:

- Cash Summary and Investment** – The Council acknowledged the correspondence.

ADJOURN: The meeting was adjourned at 6:36 p.m.

ATTEST:

Linda Rappe, City Clerk

Matt Nelson, Mayor