

KASSON CITY COUNCIL REGULAR MEETING MINUTES

October 9, 2013

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 9th 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, Apprentice Lineman Jarrod Nelson, Police Officer Josh Hanson, Christian Holter, 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 9, 2013 agenda with the following amendments:

Change	G.1	Should read Orderly Annexation Resolution not Orderly Annexation Agreement
Add	A.2.d.4	Donna Kirchgatter
Add	E.1	Electric Committee
Add	H.1	County Commissioners Meeting

2. Consent Agenda: Motion by Coleman and second by Hopkins to approve the October 9, 2013 consent items. Ayes: Tjosaas, Coleman, Eggler, Hopkins and Nelson. Nays: None.

- a. **Minutes:** Approved the September 25, 2013 regular meeting minutes as submitted
- b. **Claims:** Approved all claims processed after the September 25, 2013 regular meeting, as audited for payment in the amount of \$375,126.69
- c. **Acknowledgement of Committee and Meeting Minutes:**
 1. Library Board – September 10, 2013
 2. Park Board – September 17, 2013
- d. **Annual Evaluations**
 1. Jarrod Nelson – remove from probation, move to Grade 10, step 4 \$24.50 eff. 9/18/13
 2. Corey Carstensen – remove from probation, move to Grade 6, step 2 \$17.54 eff. 8/4/13
 3. Nancy Zaworski – Move to Grade 16, step 5 \$37.96 effective 8/13/13
 4. Donna Kirchgatter – Move to Grade 6, step 2 \$17.54 effective 9/11/13
- e. **Conferences/Training**

1. Mike Martin	Transportation Alliance Mtg	11/7/13	St. Cloud, MN
----------------	-----------------------------	---------	---------------
- f. **Pay Estimates**

1. Webber Recreational Design	Aquatic Center	FINAL	\$16,756.32
2. Waterloo Tent & Tarp	Aquatic Center	FINAL	\$42,196.50

B. VISITORS TO THE COUNCIL:

1. Christian Holter – Rochester City Lines; Transportation Survey Results: Mr. Holter presented to the Council the results of the Transportation Survey that was conducted in August of 2013. Rochester City Lines hosted the survey via the internet and paper copies which were available at City Hall and Kasson Public Library. Mr. Holter stated that he was happy with the results of the survey and the number of participants. He explained to Council that there were four busses that came into Kasson every morning with the latest one making a loop through town and three busses that came back into Kasson in the evening again with the latest one making a loop through town. Rochester City Lines appreciates the joint concern and support for existing and new riders that is shared with the City of Kasson.

C. PUBLIC FORUM: NONE

D. PUBLIC HEARINGS: NONE

E. COMMITTEE REPORTS:

1. Electric Committee: City Administrator Lenth updated Council regarding the areas that are involved in territory negotiations. Administrator Lenth is continuing to work out these territory concerns with both Peoples Energy and Xcel Energy.

F. OLD BUSINESS: NONE

G. NEW BUSINESS:

1. Orderly Annexation Resolution: Community Dev Director Martin asked the council to approve the proposed Orderly Annexation Resolution with the Township of Mantorville. The property being annexed will be zoned C-3, highway commercial district. *Motion to approve the Resolution Ordering Annexation Pursuant to the Terms of the Orderly Annexation Agreement between Mantorville Township and the City of Kasson and Minnesota State Statute § 414.0325; Resolution #10.1-13 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.*

2. SEMCAC – Energy Assistance Program Approval: City Administrator Lenth asked for Council to approve the 2014 Energy Assistance Program participation with SEMCAC as has been done in past years. Changes to the program for the 2014 program year are the start and end dates of the program. The program effective dates are October 1, 2013 through May 30, 2013; this is changed from October 15th through April 15th. *Motion to approve participation in the 2014 SEMCAC Energy Assistance Program through May 30, 2013 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.*

H. MAYOR'S REPORT:

1. County Commissioners Meeting: Mayor Tjosaas, Councilmember Nelson and City Administrator Lenth met with Dodge County Administrator Elmquist and Dodge County Commissioner's Grey and Peterson to discuss potential uses for the Dodge County Ice Arena during the Dodge County Fair. It was decided that a small committee would be formed to include two Kasson City Council Members, two Dodge County Commissioners and the Ice Arena Manager. City Administrator Lenth informed Council that after speaking with Ice Arena Manager Howarth he has learned that programs and schedules are in the process of being set for the summer of 2014. If anything is going to be done with the Dodge County Fair and the Ice Arena it will likely need to be a year or two down the road.

I. CLERK-ADMINISTRATOR'S REPORT:

1. City Administrator Lenth called attention to the 3rd Avenue NW area. Within the last week City Staff have been attempting to repair sewer lines that have failed in this area. City Administrator Lenth asked Waste Water Supervisor Bradford to bring in a sample of the failed sewer line, Bradford was unable to do this as the line has crumbled or been disintegrated away. These clay tile lines are believed to be between 70 and 100 years old. Lenth is asking the Council to consider including 3rd Avenue NW and 4th Avenue NW in with the 5th Avenue NW project which is anticipated to start construction in the spring of 2016. There is a neighborhood meeting for those that live along 5th Avenue NW on Tuesday, October 15th at 6pm. City Administrator Lenth would like to see neighborhood meetings scheduled for 3rd Avenue NW and 4th Avenue NW in the very near future.

J. ENGINEER'S REPORT:

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

- a. Street Projects:
 - 1. *2013 Bigelow Resurfacing and Rehabilitation Project:* The bituminous has been placed on 2nd Street and there is some work to be completed behind the curb and gutter.
 - 2. *3rd Avenue SW Reconstruction and Park & Ride Construction Project:* The first lift of bituminous has been placed on 3rd Ave and 1st Street. There is turf establishment to be completed.
 - 3. *4th Street SE and Commerce Drive:* No Update
 - 4. *7th Street NW:* No Update
 - 5. *16th Street NE:* No Update
- b. Alleys: No Update
- c. Kasson/Mantorville Waste Water Treatment: Kasson and Mantorville presented information to the House bonding committee on October 8, 2013. Staff feels that it went well.
- d. Folkestad Building & House: The majority of the non-structural walls have been removed and the mitigation completed. The house has been removed and the site shaped. The next items to be completed are the roof rafter repairs/replacements, insulation and roof replacement.
- e. Blaine's 12th Phase 4: No Update

K. PERSONNEL: NONE

L. CORRESPONDENCE: NONE

M. ADJOURN:

1. The meeting was adjourned at 6:42 p.m.

ATTEST:

Randy D. Lenth, City Administrator

Tim Tjosaas, Mayor