

**KASSON CITY COUNCIL REGULAR MEETING MINUTES  
November 24, 2015**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 10th day of November 24, 2015 at 6:00 P.M.

**THE FOLLOWING MEMBERS WERE PRESENT:** Buck, Egger, Johnson, and Coleman.

**THE FOLLOWING MEMBERS WERE ABSENT:** Borgstrom

**THE FOLLOWING WERE ALSO PRESENT:** City Clerk Linda Rappe, City Administrator Theresa Coleman, City Engineer Brandon Theobald, Finance Director Nancy Zaworski, Economic Development Director Mike Martin, Library Director Art Tiff and Duane Burton

Mayor Johnson called the meeting to order at 6 P.M.

**Agenda:**

Remove: B.2 Terry Donovan

Remove: F.1 March Fire Call

Remove: G.3 Sewer Mixer and Aerator Repair

Add: A.2.i Library Pay Estimates 1-3 for Division 1

Add: G.5 Parts for Brine Maker

**Motion to Approve the Agenda made by Coleman, seconded by Buck with all voting Aye.**

**Consent Agenda:**

- a. November 10, 2015 Regular Meeting Minutes
- b. Claims processed after the November 10, 2015 regular meeting, as audited for payment in the amount of \$674,582.99
- c. Minutes
  1. Planning Commission – 10-12-15
- d. Evaluations:
  1. Mike Bodenheim Police Officer no increase - at top of scale
- e. Resolution Certifying Delinquent Bills To Taxes

**Resolution #11.3-15**  
**Resolution Certifying Delinquent Bills to Taxes**  
**(on file)**
- f. Resolution Accepting Fire Department Donation

**Resolution #11.4-15**  
**Resolution Accepting Fire Department Donation**  
**(on file)**

- g. 2016 Assessment Agreements
- h. Pay Estimates for Library building division 1 estimates 1-3

**Motion by Egler and second by Coleman, with all voting Aye, to approve the consent agenda.**

**VISITORS TO THE COUNCIL**

**Duane Burton – President of Kasson Area Community Foundation** – Mr. Burton informed the Council that the Kasson Area Community Foundation was founded in 2007 and are an organization that provides a conduit for organizational giving. People and businesses can donate to the Foundation for community projects. The Foundation would like to improve the lighting on the City of Kasson signs and would like permission from the Council before they approach the company that installed the lighting. The Council indicated that they were fine with the Foundation approaching the company.

**PUBLIC FORUM**

**PUBLIC HEARING**

**COMMITTEE REPORTS**

**Library Board/Building Committee Updates** – Library Director Art Tiff gave a brief update on the Library construction.

**OLD BUSINESS**

**Compensation** – Councilperson Coleman asked for this to come back after the last meeting and suggested that Finance Director Zaworski receive her lost vacation time and some extra vacation time be added to her account for the extra work she has provided the City. **Motion to return three days of vacation to Finance Director Zaworski and extend her vacation limit for nine months in order to be able to use her vacation made by Coleman, second by Egler with all voting Aye.**

**NEW BUSINESS**

**Petition and Waiver for Residential Water Line Breaks** – City Administrator Coleman stated that there was water line repair done for Jon Goetz. They have signed a petition and waiver to have this assessed to their taxes. **Motion to accept the petition and waiver made by Buck, second by Coleman with all voting Aye.**

**Snow Removal Bids** – The City received two responses. One was an indication they would not be bidding, the other was a bid from Swenke/IMS. **Motion to accept the Swenke/IMS bid for snow removal made by Egler, second by Coleman with all voting Aye.**

**2016 Budget Revisions -**

- a. **Utility Rate Increase of 5%** - City Administrator Coleman recommends that to keep revenues and expenditures in line the City needs a 5% rate increase across the board. **Motion to approve the 5% rate increase by Coleman, second by Buck with all voting Aye.**
  
- b. **State Road Request 25%** - City Administrator Coleman and City Engineer Theobald worked on getting 25% of MSAS street funding into street department. **Motion to move 25% of MSAS Funding into the Street Department Budget, made by Buck, second by Coleman with all voting Aye.**

**Parts for brine maker** – City Administrator Coleman stated that there are some parts that could be used for brine making sitting at the public works building. It was given to the city by the City of Rochester. We can put this on the city website and people can make offers. **Motion to sell the brine maker parts made by Buck, second by Coleman with all voting Aye.**

### **MAYOR’S REPORT**

The Mayor announced that a budget and levy discussion will be held on December 9, 2016 at 6:00 PM, the Council meeting that day will start at 5:30 PM.

### **ADMINISTRATOR’S REPORT**

The City of Kasson was awarded the Mighty Ducks grant for the Ice Arena for the dehumidifier. This is a matching grant for up to \$100K

**Second Meeting in December Clarification – Motion to set second meeting of December to be December 16 made by Egger, second Buck with all voting Aye.**

**Memo on CMMPA Meeting** - Administrator Coleman stated that CMMPA will do our rate study in 2017 at no extra charge. Administrator Coleman gave an update on the CMMPA meeting she attended. Administrator Coleman will contact Kyle Haemig from CMMPA to do a presentation on controlling electric rates at December 16 meeting.

### **ENGINEER’S REPORT**

City Engineer Theobald stated that the storm sewer was not deep enough to serve the new library needs. This bid is to install the storm sewer and the plan is to do it next spring. This would come out of the city budget and not the library building fund. **Motion to accept the estimate from Swenke/IMS made by Egger, second by Buck with all Aye.**

### **PERSONNEL**

**Public Works Director Job Description – Motion to approve the job description and to post it for applications from December 1 to December 15, 2015, made by Buck, second by Coleman with all voting Aye.**

**Resignation of Tim Hugley and Charles Restall from the Fire Department** – The Council thanked Mr. Hugley and Mr. Restall for their time and service. **Motion to accept the resignations made by Buck, second by Egger with all voting Aye.**

**CORRESPONDENCE**

The following correspondence was reviewed;

1. LMCIT 2015-2016 Insurance Rates
2. Ice Arena Email from Stephen Howarth

**ADJOURN:** The meeting was adjourned at 6:35 p.m.

**ATTEST:**

\_\_\_\_\_  
Linda Rappe, City Clerk

\_\_\_\_\_  
Steve Johnson, Mayor