

**KASSON CITY COUNCIL REGULAR MEETING MINUTES
December 16, 2015**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 16th day of December, 2015 at 6:00 P.M.

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

THE FOLLOWING MEMBERS WERE ABSENT: None

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, Lead Lineman Jarrod Nelson, Ken Folie – Canisteo Township Officer, Melissa Ferris and Tim Tjosaas

Mayor Johnson called the meeting to order at 6:00 P.M.

Agenda:

Add: Pay Est #1 Swenke/IMS for New Library

Add : A.2.c.2 Ron Unger Northern Green Expo 1/13-15/2016 Minneapolis

Move visitors to administrators report

Motion to Approve the Amended Agenda made by Egger, seconded by Coleman with all voting Aye.

Consent Agenda:

Approve the December 9, 2015 Regular Meeting Minutes as submitted.

Approve the Claims processed after the December 9, 2015 regular meeting, as audited for payment in the amount of \$275,426.78

Conferences/Schools

Steve Jurens	2016 FITOAM Professional Dev. Conf	1/16/16	Camp Ripley
Ron Unger	Northern Green Expo	1/13-15/2016	Minneapolis

Evaluations:

Kelly Bell	Library Assist	Inc to Grade 3 Step 3	\$15.56	eff 12/17/15
Melanie Bersano	Library Assist	Inc to Grade 3 Step 4	\$16.07	eff 12/16/15
Art Tiff	Library Director	Inc to Grade 12 Step 5	\$30.51	eff 12/17/15

Resolution Certifying Delinquent Bills to Taxes

**Resolution #12.3-15
Resolution Certifying Delinquent Bills to Taxes
(on file)**

Resolution Decertifying Delinquent Bills from Taxes

Resolution #12.4-15

**Resolution Decertifying Delinquent Bills from Taxes
(on file)**

Liability Coverage Waiver Form for 2016

Resolution for Service Territory

Resolution #12.5-15

**Resolution Approving and Directing the Take-over of Electric Territory from Xcel Energy
(on file)**

Pay Estimate #4 Custom Construction and Design for New Library

Pay Estimate #1 Swenke/Ims for New Library

Resolution Adopting Petition and Waiver Assessment

Resolution #12.6-15

**Resolution Adopting Assessment for Petition and Waiver Agreement Geotz Improvements
(on file)**

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

VISITORS TO THE COUNCIL

PUBLIC FORUM

Tim Tjosaas – 608 N Mantorville Ave – As former Mayor and City Councilperson for the City of Kasson he was here regarding the Folkestad’s garage project, he understands there are some questions and he would like to answer what he can. Mayor Johnson asked how did this cost so much without being shut down. Mr. Tjosaas stated that this building had set empty for years and it was clear to him that nothing was going to happen from a private investment perspective. Mr. Tjosaas stated that the City had the money coming from the Rochester Sales Tax and the Council saw this as an opportunity. There had been many inquiries from businesses for an incubator building or places to rent. For years he heard about the holes on Main St. and how can we fix that. It was becoming blight. It was all done in public meetings. From a community development perspective we met the community needs and this building is occupied and the businesses are doing well. From the minute we started talking about this it was all done in open meetings and if you want to know why it was done it was for economic and community development. Mr. Tjosaas stated that as a former Mayor when this project was started he has never been asked any questions about this project and he knows that former Mayor Matt Nelson has never been asked any questions about this project and suspects that former City Administrator Randy Lenth was never asked any questions about this project.

Melissa Ferris – 204 4th Ave NW – Ms. Ferris is concerned with the potential time change for the City Council meetings. If you change the meeting to any earlier than 6 pm will make it very difficult for the majority of the people of Kasson who work in Rochester to attend. Mayor Johnson stated that there is a video for people to watch. Ms. Ferris stated that that doesn’t allow someone to call in and comment during public forum or comment on matters that are on the agenda after the fact and you either come to the meeting or lose your right to speak.

PUBLIC HEARING

COMMITTEE REPORTS

Library Board/Building Committee Updates – Councilperson Buck stated that they are still planning on early January to inflate the dome.

OLD BUSINESS

NEW BUSINESS

Time Change for City Council Meetings – Mayor Johnson would like to discuss moving the City Council meetings to 5:30 to allow for less overtime for employees and because there are employees with longer drives and there was a meeting last week at 5:30 and there were a lot of people here and no one came in at 6:00. Councilmember Borgstrom stated that he is fine with 5:30 since people get off work early to go to sporting events. Councilmember Coleman likes 5:30. Councilmember Egger stated that he cannot make it until 6:00. On special occasions he can pull a few strings and make it but not on an every meeting basis. Councilperson Egger agrees with Ms. Ferris that most people work in Rochester. Councilperson Coleman stated that if one person cannot make this move then we shouldn't move it. Councilperson Buck stated that he likes to get done early. Mayor Johnson stated that sacrifices have to be made and in his business he has a lot of night work. Councilperson Coleman stated that we have two sides here and he can see two sides. Mayor Johnson opened it up to the public and asked Ron Eidem if he had a problem with the 5:30 start time. Mr. Eidem stated that he did not. Melissa Ferris asked if this is an ordinance change and what would need to be done to change the time. City Administrator Coleman stated that the Ordinance would be published in the official paper and would be in effect after that but there is no public hearing notification required. Mayor Johnson stated that we will have this for discussion at the next meeting.

Digger for Electric Utility – Administrator Coleman stated the price of the digger is \$129,900 and there is money that has been set aside in previous years budgeting. Jarrod Nelson, Lead Lineman stated this has been immaculately cared for and has a full warranty. Mr. Nelson stated that the old digger has been in service 23 years and it is wearing. The new one has safety features that the old one doesn't. This is a good opportunity for us. Councilperson Egger asked what would happen if we don't get this and the old one goes out. Lineman Nelson stated that we would use People Coop, but then we have their costs of machine and men to run it. Councilperson Coleman asked what we would do with the old truck. Lineman Nelson stated that we could list it in trade magazines or there is a local person who is interested in buying it.

Mayor Johnson stated that the City has \$170,000 that has been budgeted. **Motion by Egger, second by Buck to buy the digger with all voting aye.**

Snowmobile Club Trail Use Permit

The trail goes over the new Lions Park and they need a new permit with us since we are the current owner. The snowmobile club has to provide a landowner permit to the county. **Motion to approve the Trail Use Permit made by Coleman, second by Buck with all voting aye.**

MAYOR'S REPORT

The Mayor appointed himself, Councilperson Buck and Administrator Coleman to go through and score the applications for the Public Works Director.

The Mayor would like to re-appoint Tom Ferris to the Planning and Zoning Commission. Motion made by Egglar, second by Borgstrom to approve the Mayor's appointment. All Ayes

Mayor Johnson stated that the Administrator will work on the City Employee Computer Policy and will be discussed at a later date.

ADMINISTRATOR'S REPORT

Purchase of WWTP Infrastructure from Xcel – Administrator Coleman stated that we are ready to wrap up the purchase of the WWTP infrastructure and power from Xcel. The numbers provided are the maximum. The electric department has already pulled in the wire and set the cab and as soon as Xcel says go ahead they are ready to go. **Motion to purchase the WWTP infrastructure From Xcel made by Buck, second by Egglar with all voting Aye.**

There was a SHIP coordinator meeting for safe routes to school with City of Mantorville, Dodge County Highway and KM Schools. The SHIP Coordinator has asked for a letter of support from the city for a planning grant. **Motion to sign the letter of support for the planning grant made by Buck, second by Coleman. All ayes.**

Attorney Guzinski provided the resolution and warranty deed to sell the Folkestad building. The commission is \$34,000 to One Stop Realty, Inc. Community Development Director Martin stated that this is a technical piece of paper that has to be attached to the deed. **Motion by Borgstrom, second by Coleman to approve the Resolution approving the Sale of Real Property with all voting Aye.**

Administrator Coleman stated that she has had an opportunity to meet with four of the representatives from townships we serve for fire protection. They discussed a proposal for the city to pay for 25% of a new tanker and the townships would put in the remainder of the cost. The current quote is \$140,000 to purchase a new chassis and some new equipment. The townships have not been asked to participate in a replacement schedule and the billing proposal is not in sync with the township budget preparation. Ken Folie from Canisteo Township was in attendance. This is informational only.

ENGINEER'S REPORT

No Report

PERSONNEL

CORRESPONDENCE

The following correspondence was reviewed;

1. Fire Department Report for November
2. Experienced Officials Conference

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

ATTEST:

Linda Rappe, City Clerk

Steve Johnson, Mayor