

**KASSON CITY COUNCIL REGULAR MEETING MINUTES
February 10, 2016**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 10th day of February, 2016 at 6:00 P.M.

THE FOLLOWING MEMBERS WERE PRESENT: Borgstrom, Buck, Eggler, 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, Library Director Art Tiff, Chris McKern and Steve Jurrens

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

AGENDA:

Add: Consent agenda item "i" a Resolution Decertifying Delinquent Claims to Taxes

Remove: New Business #4 "A Resolution Establishing Term of Appointment for Fire Department Officers"

Move from Consent Agenda "e" Conferences to New Business

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

CONSENT AGENDA:

Approve the January 27, 2016 Regular Meeting Minutes as submitted.

Approve the Claims processed after the January 27, 2016 regular meeting, as audited for payment in the amount of \$194,773.17.

Evaluations:

Steve Howarth, Ice Arena Manager At top of scale

Nick Fitch, Water/Wastewater Operator, increase to Grade 8 Step 4 \$23.11 per hour effective 2-12-16

Resolution to Accept Donations for Kasson Fire Department

Resolution 2.1-16

Resolution Accepting Donations for the Kasson Fire Department

(on file)

Approve Chris Schuh as Fire Department Training Officer

Pay Estimate for Library

1. Custom Construction & Design	Library Division #13	Est. #2	\$26,600.00
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Resolution Decertifying Delinquent Claims to the County Auditor

Resolution #2.2-16
Resolution Decertifying Delinquent Claims to the County Auditor
(on file)

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

VISITORS TO THE COUNCIL - None

PUBLIC FORUM

Chris McKern - 523 21st Place NE – Mr. McKern had many questions on the item that was removed from the agenda. Mr. McKern stated that if the Council would like the questions in writing and emailed to them so they could respond he will gladly do that. Mr. Mckern stated that you can't fix the past by destroying the future. Mr. McKern also had questions on how the agenda for the Council meeting is created.

Steve Jurrens – 406 12th Ave NW – Mr. Jurrens had questions and comments regarding the resolution that was removed from the agenda and left the Council with his written comments and reserved his comments for a future time if this topic resurfaces.

PUBLIC HEARING

None

COMMITTEE REPORTS

Library Building Committee – Art Tiff – Library Director informed the Council that the Library Board approved Division 3 estimate from JRock Construction at their last regular board meeting. Director Tiff passed out the three estimates and asked the Council to approve the Board's recommendation. Director Tiff stated that the budget is \$40,000 and with this estimate we can do the concrete and labor for much less than \$40,000. **Motion to approve the estimate from JRock Construction for Division #3 at the Library made by Councilperson Borgstrom, second by Councilperson Buck with all voting Aye.** Director Tiff stated that he will be bringing Divisions 8 and 9 to the Council at the next meeting. Councilperson Borgstrom asked again for a schedule of work to be done. Director Tiff stated that they will get that for the council.

OLD BUSINESS

Request for Proposal For City Attorney – Administrator Coleman stated that some Councilmembers have come in and discussed this and she will answer any questions she can. Mayor Johnson stated that he has discussed this with the Administrator and with valuable help from Melisa Ferris, feels that the RFP from Weber, Leth and Woessner will work the best for the City. **Motion to approve the contract with Weber, Leth and Woessner made by Councilperson Buck, second by Councilperson Egger with all voting Aye.**

NEW BUSINESS

Governor's Proposal for Bonding Bill- Administrator Coleman stated that this is informational, since we have the WWTP upgrade and Mantorville WWTP connection in process and there could be PFA financing available for both projects.

Cancel Greenway Tax Abatement – Community Development Director Martin stated that in 2011 the City, County and School District agreed to tax abatement for Greenway Cooperative (now CHS, Inc.) to put up the large grain bin. This needed an electrical upgraded that Greenway partially paid for and the upgrade benefitted the area around the Cooperative. A check for the 2015 abatement for \$47,686 has been cut by the City and is being held until the termination is complete. **Motion to terminate the Tax Abatement Agreement with CHS made by Councilperson Buck, second by Councilperson Egger with all voting Aye.**

Amendment to the Fee Ordinance for on-line Credit Payment Policy – Administrator Coleman stated that we have an opportunity to let our utility customers go online 24/7 and make credit card payments for utilities. The credit card company is requiring us to have a policy on the website. **Motion to approve the Amendment to the Fee Ordinance for On-Line Credit Payment Policy made by Councilperson Egger. Second by Councilperson Coleman, with all voting Aye.**

Product Quotation for Planer – Administrator Coleman stated that this went through state contract and we can get the 2015 pricing. We are locked in with this price until the 29th of February. **Motion to Approve the Purchase of the Planer made by Councilperson Buck, second by Councilperson Borgstrom with all voting Aye.**

Conference Request for Fire Department Officers – Councilperson Buck asked to have this removed from the consent agenda because he had concerns from people in town on the cost and if it was necessary for four people to go. Councilperson Buck asked if it was the same four people going that went in 2011. Fire Department Administrative Officer Steve Jurens stated that this is an opportunity for them to engage directly with the manufacturers and they estimate their savings as \$40,000-\$50,000 for purchasing equipment for the Fire Department. Councilperson Borgstrom asked if the same people are attending that attended in 2011. Jurens stated that it is usually administrative staff attending because they are the purchasers. Fire Chief Fitch stated that sending other staff is not something that we wouldn't look at but at this point registrations are in and paid for. Chief Fitch stated that this is an experience that he does think that all of the members should eventually take advantage of. Mayor Johnson would like a report upon their return from the conference. Councilperson Buck asked how many days they go for. Chief Fitch stated that they choose the three day exhibit package which is \$50 for each officer.

Motion to approve the conference for the Fire Department Officers to Attend made by Councilperson Egger, second by Councilperson Coleman with all voting Aye.

MAYOR'S REPORT

Mayor Johnson stated that Administrator Coleman was doing a great job and thanked her. Mayor Johnson also thanked the Public Works Department for doing such a great job on keeping our streets clean.

ADMINISTRATOR'S REPORT

Council Work Session – The Council agreed to meet on March 5 in the morning at the Public Works Department Conference Room.

ENGINEER’S REPORT

Proposal for Dodge County/City of Kasson, MN 2016 Ice Arena Indoor Air Quality Updates Design Phase – City Engineer Theobald stated that this is part of the Mighty Ducks Grant to replace a dehumidifier unit and increase energy efficiency and air quality within the ice arena. Engineer Theobald’s recommendation would be to proceed with this proposal and start the engineering. **Motion to approve the Proposal for Dodge County/City of Kasson 2016 Ice Arena Indoor Air Quality Updates Design Phase made by Councilperson Coleman, second by Councilperson Egler with all voting Aye.**

PERSONNEL

None

CORRESPONDENCE

The following correspondence was reviewed:
Police Department Report for January 2016
2016 Safety and Loss Control Workshops
WWTF Operational Award Recipients
MSAS Notice of Annual Distribution
Open Book and County Board of Appeals
Cash and Investment Summaries

ADJOURN: The meeting was adjourned at 6:33 P.M.

ATTEST:

Linda Rappe, City Clerk

Steve Johnson, Mayor