

# KASSON CITY COUNCIL REGULAR MEETING MINUTES

March 13, 2013

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 13<sup>th</sup> day of March, 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, Randy Carlsen, Journeyman Electrician Jason Campbell, Library Director Art Tiff, Gretta Becay, Earlene King and Sue Joachim  
Mayor Tjosaas presided over the meeting.

## COUNCIL

**Agenda:** Motion by Nelson and second by Eggler, with all voting aye, to approve the March 13, 2013 agenda with the following amendments:

- Remove: A.2.h: **Approve Refuse Hauler Licenses:** Approve the following refuse hauler licenses for:
2. Green Planet Disposal, Inc.
  4. Advanced Disposal Services
- K.3 Approve Neil Fjerstad for Seasonal Position at \$12.00 per hour
- Add: G.2 New Business: Citizen question on Bike Path  
H.1 Mayors Report: Library Board appointment James Rase

**Consent Agenda:** Motion by Nelson and second by Hopkins to approve the March 13, 2013 consent items. Ayes: Tjosaas, Coleman, Eggler, Hopkins, and Nelson. Nays: None.

1. **Minutes:** Approved the February 27, 2013 regular meeting minutes and the March 2, 2013 Strategic Planning Session minutes as submitted
2. **Claims:** Approved all claims processed after the February 27, 2013 regular meeting, as audited for payment in the amount of \$200,962.38
3. **Acknowledgement of Committee and Meeting Minutes:** Acknowledged the following committee/meeting minutes for:
  - a. Park Board – February 19, 2013
  - b. Library Board – February 12, 2013
4. **Annual Evaluations**
  1. Kent Berghuis – Increase one step to Step 6; \$34.23
  2. Jason Campbell
  3. Julio Baez
5. **Conference/Training**

1. Jason Peck	Advanced School Officer Course	6/18-20	LaCrosse, WI
2. Ken Schuck	Exec. Training Inst.-Chiefs of Police	4/22-25	Duluth, MN
3. Kent Berghuis	Exec. Training Inst.-Chiefs of Police	4/22-25	Duluth, MN
6. **Approve Refuse Hauler Licenses:** Approve the following refuse hauler licenses for:
  1. Alli Rolloff, Inc.
  2. Waste Management of Rochester

## **COMMITTEE REPORTS**

1. **Library Board:** The Library Board is asking the council to approve the start of the FEMA Grant process. There are currently funds available for this type of project, the first step in this process is to send a notice of intent and then if our Library Project is accepted we will be invited to apply for the grant which may fund up to 75% of the project. Motion was made by Hopkins and second by Coleman to approve the Library Board/Library Building Committee to move forward with the grant process. Ayes: Tjosaas, Hopkins, Egger, Nelson and Coleman. Nays: none

## **OLD BUSINESS**

1. **Schedule for Old Elementary School Demolition Bids:** This will be discussed in the Engineers Report.

## **NEW BUSINESS**

1. **Rochester Sales Tax Expansion Request:** Council discussed the Rochester Sales Tax issue and concluded that the citizens of Rochester have already voted on this and we will follow the direction of what the City of Rochester chooses to do. Motion was made by Egger and second by Coleman to approve sending the letter to the Minnesota Legislature that was drafted by Mike Martin to be signed by Mayor Tjosaas. Ayes: Tjosaas, Hopkins, Egger, Nelson and Coleman. Nays: none
2. **Citizen question regarding bike path:** Council Member Egger raised a concern from a citizen in regards to the bike trails being plowed during the winter months and continually lit. Lighting will be put in as funding becomes available. The City is working with the "Safe Routes to School" program for grant funding.

## **MAYOR REPORT**

1. **Library Board Appointment – James Rase:** Mayor Tjosaas appointed James Rase to the Library Board as the Kasson Resident representative effective immediately.

## **ENGINEER'S REPORT**

1. Neil Britton, WSN, reported on schedule of the demolition of the Old Elementary School. There will be a pre bid meeting on April 10<sup>th</sup> at 10:30 am at the school. In order to bid on this project contractors must be at the pre bid meeting. Bids will be opened on April 24<sup>th</sup> at 10:00 am and will be considered by the council at the April 24<sup>th</sup> City Council Meeting. Motion was made by Egger and second by Nelson to approve the bid schedule for demolition. Ayes: Tjosaas, Hopkins, Egger, Nelson and Coleman. Nays: none
2. Neil Britton, WSN, also reported on the several proposed street projects that will be considered this summer:
  - Project 1: South Fork, Bigelow Voight, Prairie Willow and 3<sup>rd</sup> Ave SW:* This project will include bituminous surfacing with some repair work on the curb and gutter, replacement of gate valve boxes in Prairie Willow, structure adjustments, bituminous and aggregate removal and replacement
  - Project 2: 3<sup>rd</sup> Ave SW and Parking Lot:* This project will be a reconstruction project from 2<sup>nd</sup> Street SW to the railroad tracks on 3<sup>rd</sup> Ave SW and bituminous and storm water work on the parking lot between 3<sup>rd</sup> Ave SW and 2<sup>nd</sup> Ave SW.

Project 3: 4<sup>th</sup> Street SE and Commerce Drive: This project will be new construction on 4<sup>th</sup> Street and surfacing, curb and gutter and storm sewer on Commerce Drive.

3. Neil Britton, WSN, reported on the Kasson/Mantorville Waste Water Treatment Plant: Discussions continue with Mantorville for the agreement. Mantorville will hold a public meeting on March 25<sup>th</sup> and Kasson will have a public meeting on March 27<sup>th</sup>, following the council meeting. Regardless of the possibility of joining with Mantorville or not, Kasson will need to do a plant upgrade for continued growth of Kasson.

**PERSONNEL**

1. **Promotion of Jason Campbell to Lead Electric Line Person at Grade 11, Step 6; \$27.94:** Motion was made by Hopkins and second by Nelson to approve the promotion of Jason Campbell to Lead Electric Line Person at Grade 11, Step 6; \$27.94 effective March 14, 2013. Ayes: Tjosaas, Hopkins, Egger, Nelson and Coleman. Nays: none
2. **Request Hire of Jarrod Nelson as an Apprentice Electric Line Person in the Electric Department at Grade 10, Step 3; \$23.72:** Motion was made by Egger and second by Coleman to approve the hire of Jarrod Nelson as an Apprentice Electric Line Person in the Electric Department at Grade 10, Step 3; \$23.72 effective March 18, 2013. Ayes: Tjosaas, Hopkins, Egger, Nelson and Coleman. Nays: none.

**ADJOURN:** The meeting was adjourned at 6:25 p.m.

**ATTEST:**

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Randy D. Lenth, City Administrator

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Tim Tjosaas, Mayor