

KASSON CITY COUNCIL REGULAR MEETING MINUTES
March 25, 2015

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 25th day of March, 2015 at 6:00 PM.

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

THE FOLLOWING MEMBERS WERE ABSENT: None.

THE FOLLOWING WERE ALSO PRESENT: City Clerk Rappe, Community Dev Director Martin, Finance Director Zaworski, City Engineer Neil Britton, Library Director Art Tiff, Mike Hoff, Vicki Miller, Diane O'Brien, Earlene King, Gretta Becay and Randy Carlsen.

Mayor Johnson called meeting to order at 6 PM.

COUNCIL

Agenda: Motion by Buck and second by Coleman, with all voting aye, to approve the March 25, 2015 agenda with the following amendments:

Add: E.1 EDA
E.2 Library Building Committee

Consent Agenda:

Motion by Borgstrom and second by Buck to approve the March 25, 2015 consent agenda with a correction to the March 11 City Council minutes on page 4 paragraph 1 to "Councilperson Buck stated that the City Streets Department didn't communicate the problem to the proper people resulting in a three month issue with the furnace". All Ayes.

- a. **Minutes:** Approved the March 11, 2015 regular meeting minutes as corrected.
- b. **Claims:** Approved all claims paid after the March 11, 2015 regular meeting, as audited for payment in the amount of \$431,630.88.
- c. **Acknowledgement of Committee and Meeting Minutes:**
Library Board 2-10-15
- d. **Approve Refuse Hauler Licenses:**
 1. Hometown Haulers
 2. Waste Management
- e. **Conferences:**
 1. Linda Rappe MCFOA Advanced Academy Sept 10-11 Bemidji, MN
 2. Nick Fitch Land Applications of Biosolids April 14-16 Willmar, MN
- f. **Resolution Certifying Delinquent Bills to Taxes:**
(on file)

Resolution #3.3-15
Resolution Certifying Delinquent Claims to the County Auditor

VISITORS TO THE COUNCIL

Mike Hoff owns Hoff Auto Repair at 704 7th St Cir SE. Mr. Hoff stated that he has had several incidents of vandalism or theft in the last few years but two in the last two weeks. He is putting deadbolt locks and slide locks on the doors. Last weekend vandals had knocked out the glass on the door trying to get in. Mr. Hoff is now installing bars on the windows and infrared cameras on the building. Mr. Hoff is asking to have more street lights installed in that area. Mr. Hoff stated that the police do patrol a lot out there, but they also suggest that the City add more light to that street. Mayor Johnson asked how much it would cost to put a couple of lights out there. Finance Director Zaworski stated that she has talked with Todd Kispert, the Electric Supervisor, and Mr. Kispert estimated \$1650 to install two street lights. Councilperson Buck asked if we put the lights out there, would they have to be moved when more development is done. Economic Development Director Martin stated that we have right of way in the area so the street lights would not have to be moved.

Vicki Miller – 18 South Fork Dr SE – wanted to bring to the attention of the City Council that she received a notification on February 20 that her meter was not reading correctly and needed to be replaced. Ms. Miller called and had her meter replaced. Ms. Miller misplaced her monthly bill and noticed by her checking account that the City utility bill was \$192. She has direct withdrawal from her checking and was not prepared for that kind of bill. Ms. Miller talked to City Hall and they had offered to split the bill into two months of payments. Ms. Miller feels she should have them split over 4-5 months since that is how long it took to notice there was a problem. Ms. Miller stated that there should be a message on the bills to notify people to look at their readings. Ms. Miller stated that she doesn't look at the readings on her bill so she wouldn't have noticed that there was no usage. Councilperson Buck suggested that it would be fair to divide the payments between however many months it wasn't working. Ms. Miller was instructed to get in touch with City Hall the next day.

PUBLIC FORUM

Melissa Ferris –204 4th Ave NW- Ms. Ferris just wanted to state on the record that she is not responsible for the kassontrainwreck.wordpress.com blog. She also does not have any idea who is the author of this blog. She stated: "If I have an issue I will come to the City Council in person and I have submitted letters to the editor and signed my name. I will take responsibility for whatever comes out of my mouth, my pen or my keyboard".

PUBLIC HEARING

COMMITTEE REPORTS

EDA – Councilperson Egger stated that the EDA has discussed a possible citizen survey. Egger wanted to bring this to Council to see if they want to pursue this. Martin stated that we have done surveys through the newsletter, by mailing and by focus groups. Mayor Johnson doesn't have a problem with a survey if people sign their names. Mayor Johnson stated that he has spoken with EDA Chair Jeff Stevenson and he is not in favor of the survey that was proposed to be distributed.

Mayor Johnson would like to pursue the focus group route. Economic Development Coordinator Martin stated that he would like 20 names and addresses from each council member to invite to focus groups. Martin asked for these lists by May 1, 2015. Martin addressed the audience that, if they wanted to be in on a focus group to send him an email.

Library Building Committee – Councilperson Buck stated that there will be a large fee for the building permit and is asking if it can be waived. Councilperson Buck also stated that the committee does not have a plumber yet and would like to know if they can get the building permit without the plumber listed. Councilperson Borgstrom stated that they can still get a footing inspection without having the permit in hand. The State will have to approve the plumbing plans before a permit can be issued. Councilperson Borgstrom also stated that we charge ourselves a permit fee because the money goes into different departments. Martin stated that we also have to pay the inspectors for inspections and for plan review and issuing the permit and we have to pay the state surcharge. After more discussion it was decided to collect only the charges we have to pay out. Earlene King asked what the costs would be. Martin stated that we can get an estimate from Construction Management Services.

OLD BUSINESS

Bids for Council Chambers Sound System – City Clerk Rappe stated she has reviewed the bids from Custom Alarm and All Systems. She would recommend All Systems. Councilperson Borgstrom agreed that he would also choose the All Systems bid.

Motion to accept the proposal from All Systems Installation made by Borgstrom, second by Egger with all voting Aye.

Kasson Meadows 6th Development Agreement – Economic Development Director Martin stated that Kasson Meadows 6th Subdivision was approved subject to a development agreement. Developer has agreed to a good faith effort to put the wear coat on the previous development when he puts in the new development. Councilperson Buck asked if we can move the watermain. Martin stated that he has talked quite extensively to the Water Supervisor Charlie Bradford and water pressure is a problem when they are flushing hydrants but not when they are not flushing hydrants. When they are not flushing hydrants, it is still low but not below the state minimum. Martin stated the best way to solve this is by looping, but that will cost \$300K. Councilperson Egger asked if there was a way to flush hydrants differently. Martin stated there may be a way to do that or a booster. **Motion to approve the Development Agreement for Kasson Meadows 6th Subdivision made by Borgstrom, second by Egger with all voting Aye.**

NEW BUSINESS

KM Snowdrifters, Resolution Entering into a Limited Use Permit between the City of Kasson and the Commissioner of Transportation of the State of Minnesota– Martin stated that this resolution is a pass-through because MNDOT does not work with private groups, it has to go through a City for their limited use permits. Councilperson Borgstrom stated that he is a member of KM Snowdrifters and this is for a two-way trail running along Highway 14 within the city limits of Kasson. The Snowdrifters take all responsibility for the trail, the City is not on the hook for maintenance.

Motion to accept the Resolution Entering into a Limited Use Permit Between the City of Kasson and the Commissioner of Transportation of the State of Minnesota, made by Coleman, second by Borgstrom with all voting Aye.

(on file)

Resolution #3.4-15

Resolution Entering into a Limited Use Permit between the City of Kasson and the Commissioner of Transportation of the State of Minnesota

Public Works Timecards – Councilperson Buck would like to look into making new timecards for the public works department to account for how much time is spent on certain tasks and eventually would like to have the employees record what equipment they use and log equipment hours. City Clerk Rappe indicated that she would work with Councilperson Buck on making new timecards or a spreadsheet.

City Hall – Hours of Work – Councilperson Buck stated that this is open for discussion because he has had people tell him they were unhappy that City Hall is closed on Friday afternoons in the summer. Councilperson Borgstrom asked what the hours in the summer are. They are 8-5 Monday – Thursday and 8-12 on Friday. Councilperson Buck stated that this is not in the other unions’ contracts in the City. Martin stated that this was started as a cost saving measure to have employees who have night meetings take off time hour for hour on that Friday afternoon to avoid overtime or to use vacation or compensatory time to save on the City’s liability. Martin invited Councilperson Buck to talk about this sometime.

MAYOR’S REPORT

Work Session – 2014 Review – April 22, 2015 5:15-6pm – Motion to approve the special meeting time made by Buck, second by Coleman with all voting Aye.

4th Street/Commerce Drive Expansion – Mayor Johnson stated that he has been in contact with 3-4 business that are interested in opening or expanding their current businesses. Mayor Johnson stated that it is time to get to work on 4th St. Economic Development Director Martin stated that 4th Street SE is a MN State Aid Street and we can get 100% funding for the street. Finance Director Zaworski stated that there should be money for infrastructure in the budget. Councilperson Borgstrom asked if this includes Klocke’s property. Martin stated that we do not have a development agreement with either Klocke or Demmer at this point. Mayor Johnson would like to start discussions with property owners. Martin asked for a motion to begin negotiations. **Motion to Authorize the City to Preliminarily Negotiate 4th Street SE made by Egger, second by Coleman with all voting Aye.**

Discussion about different ways of mowing - Mayor Johnson stated he doesn’t like hiring people who work and then file unemployment and would like to hire local high school or college kids to perform the mowing. Mayor Johnson would like to applaud Parks Director Unger and Water Supervisor Bradford for looking into alternate options.

ADMINISTRATOR’S REPORT

ENGINEER’S REPORT - Neil Britton was in attendance, had no updates.

PERSONNEL

CORRESPONDENCE:

1. Cash and Investment Summary

PUBLIC FORUM:

Diane O'Brien – 122 West Main St – stated she likes the idea of coming up with a method of measuring equipment usage time and how much time is spent on certain tasks. She would like to offer her assistance if they are starting a committee. Ms. O'Brien would also like to thank the Mayor for cleaning the sidewalk at the Old Elementary School.

Councilperson Coleman - stated at the Park Board meeting the City received a 35 year flag for being a Tree City USA. Mr. Coleman also stated that May 16, 2015 will be City Clean Up at the Fire Hall, Ice Arena, 5th Ave, and the dump road. Councilperson Borgstrom thinks that there should be a group cleaning up the dump road. Councilperson Coleman also informed the Council that Dodge County received grant money and will be putting fitness stations periodically on the sunrise and sunset trails.

ADJOURN: The meeting was adjourned at 7:16 p.m.

ATTEST:

Linda Rappe, City Clerk

Steve Johnson, Mayor