

# KASSON CITY COUNCIL REGULAR MEETING MINUTES

April 10, 2013

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 10<sup>th</sup> day of April, 2013 at 6:00 p.m.

**THE FOLLOWING MEMBERS WERE PRESENT:** Tjosaas, Coleman, Egglar, 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, Library Director Art Tiff, Fire Chief Joe Fitch, Gretta Becay, Tara Lindquist, Ryan Sorenson, Wayne Alberts, Rev. Clint Patterson, Allyson Holtz, Aaron Thompson, Jeff Allman, Kirk Swenson, Jerry Geise, Dennis Edgar, Aaron Sanden and others  
Mayor Tjosaas presided over the meeting.

## COUNCIL

**Agenda:** Motion by Nelson and second by Coleman, with all voting aye, to approve the April 10, 2013 agenda with the following amendments:

- Add: E.2 Committee Reports: Technology Committee Report
- F.2 Old Business: One Stop Realty; Counteroffer to Folkestad Property
- H.1 Mayor's Report: Approve Resolution Offering Financial Support for the Destination Medical Center Proposal; Resolution# 4.8-13
- H.2 Mayor's Report: Fair Board & Ice Arena
- H.3 Mayor's Report: 16<sup>th</sup> Street Gravel
- H.4 Mayor's Report: Festival in the Park Parade
- H.5 Mayor's Report: Work Session April 24<sup>th</sup>
- K.5 Personnel: Approve Eugene Fjerstad, Firefighter Retirement
- K.6 Personnel: Approve 2 week Internship for Waste Water Treatment Plant
- L.3 Correspondence: Kasson Fire Dept & Festival in the Park Cornhole Tournament

Revised: E.1 Planning Commission; Approve Madson Creek Woodlands Minor Subdivisions should Read *Masten Creek*

**Consent Agenda:** Motion by Egglar and second by Nelson to approve the April 10, 2013 consent items.

Ayes: Tjosaas, Coleman, Egglar, Hopkins, and Nelson. Nays: None.

1. **Minutes:** Approved the March 27, 2013 regular meeting minutes as submitted
2. **Claims:** Approved all claims processed after the March 27, 2013 regular meeting, as audited for payment in the amount of \$135,467.13
3. **Acknowledgement of Committee and Meeting Minutes:** Acknowledged the following committee/meeting minutes for:
  - a. Park Board Minutes – March 14, 2013

## VISITORS TO THE COUNCIL

1. **Ryan Sorenson, CO Brown Agency, Inc – Annual Insurance Review:** Ryan Sorenson, CO Brown Agency, Inc. and agent for the League of Minnesota Cities Insurance Trust (LMCIT) reviewed the City's insurance coverage for the year.

- a. **2013 LMCIT Liability Coverage – Approve Not to Waive Monetary Limits on the Municipal Tort Liability:** Motion by Egglar and second by Nelson, with all voting aye, to approve Not to Waive the monetary limits on the municipal tort liability established by Minnesota Statutes 466.04.

## **PUBLIC FORUM**

1. **First Presbyterian Church:** Rev. Clint Patterson and Allyson Holtz, representatives from First Presbyterian Church presented the council with documents inviting Council and representatives to meet with the Church Session concerning having the skate park next to the church. Rev. Patterson also informed the Council the problems the church has had in the past and shared concerns that having the skate park in this location will only make these problems worse. City Administrator Lenth and Mayor Tjosaas will be attending the meeting on Tuesday, April 16<sup>th</sup>.
2. **Aaron Thompson and Jeff Allman:** Mr. Thompson addressed the council and asked that Mr. Allman share ideas regarding the Old Elementary School. A small group of investors has been formed to include Kirk Swenson, Jerry & Virginia Geise, Dennis Edgar and Aaron Thompson along with Mr. Allman. Their ideas will be taken to the EDA.
3. **Aaron Sanden:** Mr. Sanden approached the Council regarding the roads in the Prairie Willows 2<sup>nd</sup> Subdivision. The roads are unfinished and have been for quite some time and this is a concern to the residents in that area. Mr. Sanden also mentioned that the lots have become a dumping ground for trash, debris and yard waste. Community Dev Director Martin informed Mr. Sanden that finishing the streets was a matter being voted on later in the meeting and unkempt lots will be cleaned.

## **COMMITTEE REPORTS**

1. **Planning Commission; Approve Masten Creek Woodlands Minor Subdivisions:**
  - a. Resolution Granting Brian J. Bellrichard and Heather J. Bellrichard A Minor Subdivision:**

The motion for the adoption of the foregoing resolution was made by Council Member Nelson and duly seconded by Council Member Coleman. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egglar, Hopkins, Nelson. Those against same: none
  - b. Resolution Granting Mark R. Turner and Kristy Arndt Turner A Minor Subdivision:**

The motion for the adoption of the foregoing resolution was made by Council Member Egglar and duly seconded by Council Member Hopkins. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egglar, Hopkins, Nelson. Those against same: none
  - c. Resolution Granting Bryan Johnson and Colleen Johnson A Minor Subdivision:**

The motion for the adoption of the foregoing resolution was made by Council Member Hopkins and duly seconded by Council Member Coleman. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egglar, Hopkins, Nelson. Those against same: none
  - d. Resolution Granting Kevin Wohlfiel and Sherri Wohlfiel A Minor Subdivision:**

The motion for the adoption of the foregoing resolution was made by Council Member Nelson and duly seconded by Council Member Egglar. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egglar, Hopkins, Nelson. Those against same: none
  - e. Resolution Granting Kristopher F.C. Johnson and Victoria Johnson A Minor Subdivision:**

The motion for the adoption of the foregoing resolution was made by Council Member Coleman and duly seconded by Council Member Hopkins. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egglar, Hopkins, Nelson. Those against same: none

**f. Resolution Granting Phillip L. Johnson and Hazel A. Johnson A Minor Subdivision:**

The motion for the adoption of the foregoing resolution was made by Council Member Egger and duly seconded by Council Member Hopkins. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egger, Hopkins, Nelson. Those against same: none

2. **Technology Committee Report:** Council Member Nelson updated Council on the meeting that was held on April 9, 2013. A proposal was presented for free WiFi service in North and West Parks. There will be 2-3 access points and this will be a free service to the City and users. Minnesota WiFi, LLC will post signs in the parks with their contact information so the City does not get phone calls with issues, problems or questions. This will go to the Park Board on April 16, 2013.

**OLD BUSINESS**

1. **Approve Resolution Approving Plans and Specifications and Ordering Advertisement for Bids Street Surfacing for Bigelow Subdivisions:** Neil Britton, WSN, reported that for the South Fork, Bigelow-Voight 7<sup>th</sup>, Prairie Willows Subdivisions along with the area on 3<sup>rd</sup> Ave SW if approved, bids could be opened on May 15<sup>th</sup> and awarded May 22<sup>nd</sup>. The motion for the adoption of the foregoing resolution ordering advertisement for bids was made by Council Member Coleman and duly seconded by Council Member Nelson. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egger, Hopkins, Nelson. Those against same: none
2. **One Stop Realty; Counteroffer to Folkestad Property:** Recommendation from City Administrator Lenth to approve the counter-offer with the included stipulations and proceed with the purchase at \$220,000. Council Member Hopkins suggested that the Council make a counter-offer. Motion was made by Egger and second by Hopkins to approve and present a counter offer of \$210,000. Ayes: Tjosaas, Hopkins, Egger, Nelson and Coleman. Nays: none

**MAYOR REPORT**

1. **Approve Resolution Offering Financial Support for the Destination Medical Center Proposal; Resolution# 4.8-13:** The motion for the adoption of the foregoing resolution was made by Council Member Nelson and duly seconded by Council Member Egger. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egger, Nelson. Those against same: Hopkins.
2. **Fair Board & Ice Arena:** Monday, April 8, 2013 Mayor Tjosaas and City Administrator Lenth met with the County Commissioner Peterson, County Administrator Elmquist and the Fair Board executive committee. Commissioner Peterson questioned the current policy that maintains ice year round. Steve Howarth, Manager of the Dodge County Ice Arena, has programs throughout the summer at the rink. Dodge County Ice Arena is usually the only rink in the area with ice year round. To remove the ice for one week of fair use would shut the rink down for approximately three weeks to remove and reinstall the ice. In 2012 by leaving the ice arena open there was a \$9,400 net increase in revenue. For 2013 no changes were requested. However a review for 2014 was requested. In order to best facilitate this the City will request that our Ice Arena Committee and Staff meet with the County Commissioner designees for the Ice Arena along with County Staff to bring a recommendation on how to best utilize the Ice Arena going forward. This is requested to happen prior to 2014 budget discussions.
3. **16<sup>th</sup> Street Gravel:** There has been concern raised regarding dust control on the portion of 16<sup>th</sup> Street. The Street Committee is being asked to look into this further.

4. **Festival in the Park Parade:** Mayor Tjosaas asked Council if they were still interested in riding on a fire truck for the parade or if there were any other ideas. It was asked if the new fire truck will be here, Fire Chief Fitch indicated that no it will not be here for the 2013 Festival in the Park Parade, but will be here in 2014. Council said riding on or walking with the fire truck was fine.
5. **Work Session April 24th:** Council will be having a work session on April 24<sup>th</sup> from 5:00 – 5:45pm to review 2012 operations and finances before the Council meets with the Auditors.

### **ENGINEER'S REPORT**

1. **Old Elementary School:** Neil Britton, WSN, reported that there was a mandatory pre bid meeting held April 10, 2013 at 10:30am at the Old Elementary School. There were 29 companies represented that signed in for the meeting. The bids will be opened on April 24th at 10am and will be considered by Council for possible award after 6:00 p.m.
2. **Street Projects:** Neil Britton, WSN, reported on street projects:  
Project 1: South Fork, Bigelow Voight 7, Prairie Willows and 3rd Ave SW: This project has been approved to start the bid process. Bids can be opened on May 15th and awarded on May 22nd.  
Project 2: 3rd Ave SW and Parking Lot: This is a reconstruction project from 2nd Street SW to the railroad Tracks on 3rd Ave SW. Council will be asked to authorize this project at the April 24th meeting with a bid opening on May 22nd.  
Project 3: 4th Street SE and Commerce Drive: This will be a new construction project. Further discussion between Community Dev Director Martin and City Engineer N. Britton will be taking place.
3. **Kasson/Mantorville Waste Water Treatment:** The Mantorville City Council would like to tour the Kasson treatment plant. WSN will finish the Kasson/Mantorville agreement and after Kasson and Mantorville have reviewed the agreements they will be sent to MPCA for their review.

### **PERSONNEL**

1. **Approve promotion to Lead Custodian for Mike Bolster at Grade 1, Step 3, \$12.91:**  
The motion for approval to promote Mike Bolster to Lead Custodian at Grade 1, Step 3, \$12.91 effective April 11, 2013 was made by Council Member Nelson and duly seconded by Council Member Coleman. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egger, Hopkins, Nelson. Those against same: none
2. **Approve Jodi Benda for an increase to Grade 3, Step 2, \$14.31:** The motion for approval to increase Jodi Benda to Grade 3, Step 2, \$14.31 retroactive to the anniversary date was made by Council Member Nelson and duly seconded by Council Member Hopkins. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egger, Hopkins, Nelson. Those against same: none
3. **Approve resignation of Jason Campbell, Lead Electric Line Person:** Jason will be invited to stay on with the City of Kasson to help with transition through the end of April. The motion for the approval of resignation of Jason Campbell, Lead Electric Line Person was made by Council Member Coleman and duly seconded by Council Member Egger. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egger, Hopkins, Nelson. Those against same: none.

4. **Approve hiring of Electric Line Person:** The motion for approval to hire Lance Diderrich as an Apprentice Line Person at Grade 10, Step 3; \$23.72 effective April 22, 2013 was made by Council Member Egglar and duly seconded by Council Member Hopkins. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egglar, Hopkins, Nelson. Those against same: none
5. **Approve Eugene Fjerstad, Firefighter Retirement:** The Council would like to thank Firefighter Fjerstad for his 42 years of service on the Kasson Fire Department. The motion for approval of Firefighter Eugene Fjerstad was made by Council Member Nelson and duly seconded by Council Member Egglar. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egglar, Hopkins, Nelson. Those against same: none
6. **Approve 2 week Internship for Waste Water Treatment Plant:** Charlie Bradford was approached by St. Cloud Technical and Community College student Nathan Bleess for a two week unpaid internship with the Kasson Waste Water Treatment Plant. The internship will start on April 15, 2013 and go through April 26, 2013. The motion for approval of the two week unpaid internship was made by Council Member Hopkins and duly seconded by Council Member Nelson. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egglar, Hopkins, Nelson. Those against same: none

#### **CORRESPONDENCE**

1. SEMLM General Meeting, April 29th in St. Charles
2. National Library Week Proclamation
3. Kasson Fire Department and Festival in the Park Cornhole Tournament

**ADJOURN:** The meeting was adjourned at 7:15 p.m.

**ATTEST:**

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Randy D. Lenth, City Administrator

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Tim Tjosaas, Mayor