

**KASSON CITY COUNCIL REGULAR MEETING MINUTES**  
**April 8, 2015**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 8th day of April, 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, Library Director Art Tiff, Paul Alberts, Brandon Theobald, Gretta Becay and Randy Carlsen.

Mayor Johnson called meeting to order at 6 PM.

**COUNCIL**

**Agenda:** ***Motion by Coleman and second by Borgstrom, with all voting aye, to approve the April 8, 2015 agenda.***

**Consent Agenda:**

**Motion by Egger and second by Buck to approve the April 8, 2015 consent agenda. All Ayes.**

- a. **Minutes:** Approved the March 25, 2015 regular meeting minutes.
  
- b. **Claims:** Approved all claims paid after the March 25, 2015 regular meeting, as audited for payment in the amount of \$254,156.81.
  
- c. **Acknowledgement of Committee and Meeting Minutes:**  
Park Board Draft                      3.24.15
  
- d. **Conferences:**  

1. Nancy Zaworski	IMA Global Training, Conference and Expo	June 18-24	Los Angeles, CA
2. Krista Weigel	Year 3 MN Municipal Clerks Institute	May 4-8	Plymouth, MN
3. Steve Howarth	S.T.A.R. Operations Mgmt	April 21-23	Lake Delton, WI
4. Josh Hanson	Region 18 USPCA K9 Certificate	June 14-16	Cloquet, MN
  
- e. **Acknowledge Evaluations:**
  - 1. Kent Berghuis – Assistant Police Chief
  - 2. Julio Baez – Police Officer

Finance Director Zaworski noted that the evaluated employees are at the top of their pay scale so there are no increases. Mayor Johnson also commented on Finance Director Zaworski's conference in California and this is a great opportunity and costs the city only around \$300.

**VISITORS TO THE COUNCIL**

**Paul Alberts - 25510 625<sup>th</sup> St** – Mr. Alberts is interested in buying the woods to the west of his house that are city owned. There are no utilities located in this area. Mr. Alberts is not planning on developing this property just using it as a buffer to his property. Mayor Johnson stated that the EDA is ok with this and the City will have it appraised. Mr. Alberts is willing to sign a document stating that he will not develop this land. Councilperson Coleman asked if there was ever any possibility of a trail along the creek would Mr. Alberts be in favor. Mr. Albert's stated that probably wouldn't be a problem if that comes up. Community Development Director Martin will work with Mr. Alberts.

**PUBLIC FORUM** - no comments

**PUBLIC HEARING**

**COMMITTEE REPORTS**

**Park Board – Summer Aquatic Center Employee Hiring Recommendations:** Councilperson Coleman stated that there are 13 WSI at \$10.25, 18 Lifeguards at \$9.25, there are 14 lifeguards to be added pending their completion of their Lifeguard training certificate, and 25 concession stand and admission employees at \$8 per hour. These are all 2014 wage rates. The minimum wage goes up August 1, 2015 to \$9 per hour and that will affect the concession stand/admissions employees. The manager, assistant manager and shift supervisors were approved at a previous meeting at the 2014 wages. Councilperson Buck brought up that maybe the pool managers should have a pool license and then that could save on overtime for the public works employees who have the pool licenses and perform the maintenance. Coleman will take Buck's concerns and ideas to the Park Board.

***Motion to approve the recommendation by the park board for the Aquatic Center Hiring for 2015, made by Coleman, seconded by Buck with all voting Aye.***

Water Safety Instructors: \$10.25 per hour –

Nicole Acker, Riley Krebs, Abigail Tjosaas, Benjamin Peters, Tracy Asche, Kayla Hanson, Maia Determan, Anna Coleman, Kennedy Mindermann, Tanner Dufault, Christine Schultz, Sam Rappe and Colton Goodman

Lifeguards: \$9.25 per hour –

Camille Snyder, Brayden Tjosaas, Matthew Determan, Brianna Knutson, Dana Rasmussen, Kailyn Wigham, Adrianna Johnson, Meghan Matthiesen, Mark Ostroot, Brianna Griffin, Jonas Eisenbeis, McKenzie Swarts, Amanda Glowa, Justin Mastin, Jonathan Johnson, Marisa Alvarado, Juliana Scanlan and Madeline Kinney

Lifeguards pending successful completion of the Red Cross Lifeguard Training: \$9.25 per hour –

Max Kundert, Karlyn Buchanan, Matthew Harfmann, Corbin Slaymaker, Makayla Griffin, Brett Paulson, Jared Johnson, Markayla Kujath, Mabel Wyttenbach, Lillian Braun, Levi Flom, Noah Ryan, Abigail Wigham and Alejandra Brekke-Diaz

Admissions/Concessions: \$8 per hour

Brooklyn Grabau, Grant Smith, Madeline Robinson, Grace Hager, Andrew Worden, Jessica Kelley, Ali Grabau, Paige Demary, Kenna Thornburg, Danielle Pitzen, Kyle Nichols, Ross Wagener, Makenzie Johnson, Alyssa Larson, Kendra Stenzel, Stephanie Meyer, Kollin Johnson, Madison Maroo, Katie Kirmse, Grant Badger, Madison Harris, Taylor Johnson, Zachary Trapp, Ross Mindermann and Ally Kelley

**Park Board recommendation for holiday pay** - Councilperson Coleman stated that the holidays would be Memorial Day and July 4th. The pool has limited hours those days but it is hard get workers. The Park Board found last year that they get more people to want to work when they offered time and a half. Councilperson Borgstrom stated that it is no different than the adults wanting time and a half for working holidays and he does not have a problem with this.

**Motion to approve paying time and a half to Aquatic Center employees for Memorial Day and July 4th made by Coleman, seconded by Egger with all voting Aye.**

## **OLD BUSINESS**

**Library Building Permit** – Community Development Director Martin stated that he has checked with the building inspector and received an estimated price for a \$1.5 million building and the permit cost would be \$2482.58, this is the cost that will be passed on to the Library. Martin stated the Planning Department will absorb the balance of the costs.

## **NEW BUSINESS**

**SL Contracting Request:** SL Contracting sent the City a letter stating that they are reconstructing the Mayo Clinic parking lots this summer, and wanted to know if the City would like to join the project and reconstruct the alley in the 300 block behind the Dental Office. Their estimate was \$15,796. Borgstrom and Buck asked M&M Construction to put in a bid and met with them this morning. M&M's bid was \$9065. SL submitted a revised bid today of \$9145. Councilperson Buck stated that since SL will be paving the lots on both sides of the alley it would be easier to have one company doing all of the work instead of two companies getting in each other's way. Councilperson Egger asked if this was in the budget, Zaworski indicated it was. **Motion to accept the revised bid from SL Contracting to reconstruct the alley behind the Dental Clinic on the 300 block of West Main St, made by Buck, seconded by Borgstrom with all voting Aye.**

## **MAYOR'S REPORT**

**City Administrator Search Committee Appointment** – Motion to approve the Mayor's suggestions of Al Hodge, Folmer Carlson, Judy Ruport, Steve Johnson, Coy Borgstrom and Nancy Zaworski as the City Administrator Committee made by Buck, seconded by Coleman with all voting Aye.

**City Engineer Appointment** – Mayor Johnson stated that the City has submitted a request for proposals for a City Engineer. The interview committee was composed of Mike Martin, Nancy Zaworski, Steve Johnson and Wastewater Supervisor Charlie Bradford. They narrowed the proposals to two and interviewed them on Tuesday, April 7th and unanimously agreed on WHKS. Councilperson Coleman asked who else WHKS works with in the area. Brandon Theobald from WHKS was in attendance and stated that they serve about 25 communities out of their Rochester office. Councilperson Egger stated he heard that one of our contractors called before the interviews were held and they were told to go ahead and deliver the product, that WHKS was the new City Engineer. Finance Director Zaworski stated that she had heard from a staff person yesterday afternoon that they had heard this the day before. **Motion to approve hiring WHKS as the city engineer made by Borgstrom, second by Buck. Ayes: Borgstrom, Buck, Coleman and Johnson. Nay: Egger.**

## **ADMINISTRATOR'S REPORT**

## **ENGINEER'S REPORT**

## **PERSONNEL**

**Pool Licenses** – Councilperson Buck stated that the overtime report got him looking into what may have caused this overtime. Buck believes that the pool managers should have a pool license. There are a couple people in the parks department that have pool licenses. Councilperson Buck will leave the class information for a pool license with Councilperson Coleman to take to the next Park Board meeting.

**Public Works Supervisors Wages and Overtime** – Councilperson Buck is concerned with the wages and overtime of public works management. Councilperson Buck would like to send a letter to the Public Works Department’s union, IBEW to discuss possible modification of their contract in regard to classification, wages and how overtime is paid. Councilperson Buck stated that we pay pretty good wages without paying them overtime. Finance Director Zaworski stated that the Parks and Streets Supervisors, part of their job is snow plowing, whereas the Water/Wastewater and Electric Supervisors have on call time. This is structured through the union contract to have the on-call and snow plowing pay even throughout the departments. Councilperson Buck would like to structure this to where, if they worked over 40 hours in one week, it could be taken off another week. Councilperson Coleman asked if Buck had done a comparable wage inquiry with surrounding communities. Councilperson Buck stated that the comparables he did, those wages with the benefits are the same as Kasson’s are without the benefits. Councilperson Egger stated that not every supervisor works overtime, the Public Works Director, Ice Arena Supervisor do not get any overtime pay or comp time, and the Electric Supervisor works very little overtime. Councilperson Egger also stated that the Public Works Director is retiring this year and it is not in the budget to replace him next year so there will be savings for that. Mayor Johnson stated that comp time and overtime are the same thing.

**Motion to send a letter under the Mayor’s signature to IBEW to discuss possible modification of the union contract made by Borgstrom, seconded by Buck with all voting Aye.**

**CORRESPONDENCE:** Correspondence was reviewed and the Council was instructed to respond to Clerk Rappe on the two invitations.

1. CMPAS Annual Meeting Invitation – April 16
2. SEMLM Spring Meeting and Annual Conference – April 29 Kasson Hosting at Events
3. Appointment of Nancy Zaworski to IMA Global Board of Directors
4. National Arbor Day Proclamation

**PUBLIC FORUM** – no comments

**ADJOURN:** The meeting was adjourned at 6:40 p.m.

**ATTEST:**

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Linda Rappe, City Clerk

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Steve Johnson, Mayor