

## KASSON CITY COUNCIL REGULAR MEETING MINUTES

June 25, 2014

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 25<sup>th</sup> day of June, 2014 at 6:00 p.m.

**The following members were present:** Nelson, Coleman, Egger, Hopkins and Worden

**The following members were absent:** None

**The following were also present:** City Administrator Lenth, City Clerk Rappe, Finance Director Zaworski, Community Dev Director Martin, City Engineer Neil Britton, Fire Chief Joe Fitch, Asst Fire Chief Doug Robinson, Gretta Becay and Randy Carlsen

Mayor Nelson presided over the meeting

### A. COUNCIL:

**1. Agenda:** Motion by Coleman and second by Egger with all voting aye, to approve the June 25, 2014 agenda with the following amendments:

- Add: B. 1 Visitors to the Council – Mantorville Restoration Pull Tabs at Events
- F.2 Resolution Approving Construction plans for the Shopko Addition
- H.1 Kasson-Mantorville Dog Park
- K.1 Hire new Fire Fighters
- L.1 Update on Greensteps

2. **Consent Agenda:** **Motion** by Worden and second by Coleman to approve the June 25, 2014 consent items. Ayes: Nelson, Coleman, Egger, Hopkins and Worden. Nays: None.

a. **Minutes:** Approved the following regular meeting minutes as submitted

- 1. June 11, 2014 City Council Minutes

b. **Claims:** Approved all claims processed after the June 11, 2014 regular meeting, as audited for payment in the amount of \$755,342.77

c. **Acknowledgement of Committee and Meeting Minutes:**

- 1. Park Board – May 20, 2014
- 2. EDA – June 3, 2014
- 3. Planning Commission – May 12, 2014

d. **Annual Evaluations:**

- 1. Ken Schuck – Police Chief – step inc to Grade 16 step 5, \$38.91 eff. 7-1-14
- 2. Don Cassidy – PT Police Officer – step inc to Grade 10 Step 3 \$24.31 eff. 4-26-14
- 3. Charlie Bradford – W/WW Supervisor – step inc to Grade 13 step 7 \$33.86 eff. 4-1-14
- 4. Todd Kispert – Elec Supervisor – step inc to Grade 13 step 7 \$33.86 eff. 4-28-14
- 5. Ron Unger – Park & Rec Director – step inc to Grade 13 step 7 \$33.86 eff. 3/12/14

e. **Conferences/Training**

None

f. **Pay Estimates:**

1. Minnowa Construction	Semi-Final	16 <sup>th</sup> St NE	\$143,166.61
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**B. VISITORS TO THE COUNCIL:**

James Jencks, Gambling Manager for the Mantorville Restoration Association is requesting to install and operate a pull tab booth in Events by Saker. MRA would like to have this up and running for the grand opening on July 8. The MRA has already signed a lease with Events. Mr. Jencks is asking the council to waive the \$100 investigation fee since they are currently licensed and have a proven track record the investigation would not need to be so intensive. Mr. Jencks asked that if the Council does not waive the fee that this could be approved based on a positive investigation. After Council discussion a **MOTION was made by Egger and seconded by Hopkins to approve the gambling license and waive the \$100 investigation fee and to do a background check with a contingency to be able to revoke the license if it comes back negative. Ayes: Coleman, Egger, Hopkins, Nelson and Worden. Nays: None.**

**C. PUBLIC FORUM:**

**1. Jeff Stevenson – 2206 13<sup>th</sup> Ave NE:** Mr. Stevenson wanted to express his concerns about the flooding on E Main St when it rains. There have been several times that Mantorwood Mall has had water coming in from the street when there are heavy rains. He knows that the cost to fix this is extensive but would like to ask the Council for consideration at budget time to expedite this project.

**2. Sandy Musolf – 307 4<sup>th</sup> St SW:** Ms. Musolf informed the Council that the sump pump from the Shopko development is pumping into the street and going into the storm sewer. Mayor Nelson stated that is exactly what should be happening there and everywhere in town. City Administrator Lenth stated that all sump pumps should be directed to the storm sewer because that does not go into the treatment plant. Ms. Musolf then wanted to know when Administrator Lenth's contract is up. Mayor Nelson stated that it is not that kind of contract and there is not an end date, if either party wants to terminate there is a notification period. Ms. Musolf then wanted to know when Community Development Director Martin's contract is up. Mayor Nelson stated that Mr. Martin is a city employee and not under contract. Ms. Musolf then wanted to know about the noise ordinance and what time people could start construction in the morning. Mayor Nelson stated he would have to look it up. Ms. Musolf then wanted to know how the City enforces the noise ordinance. Administrator Lenth stated that it is complaint driven.

**Janet Sinning – 606 5<sup>th</sup> Ave NE:** Ms. Sinning wants to know when the lot behind the Fire Hall will be cleaned up. People came in to complain a month ago and it is still not picked up.

**D. PUBLIC HEARINGS: NONE**

**E. COMMITTEE REPORTS:**

**1. Water and Sewer Committee –** Administrator Lenth stated that the Water/Sewer Committee is ready to approve the Mantorville Treatment Agreement. This agreement will be on the July 9<sup>th</sup> Council agenda and will be placed on the Mantorville City Council agenda for their July 14<sup>th</sup> Council meeting.

2. **Solar Committee Report** – Council Person Egger stated they had a 3 ½ hour meeting last night with solar vendors. The Committee is reviewing all the data and is in the process of negotiating with vendors to determine the best project for the City.

#### F. OLD BUSINESS:

1. **Authorize Ad for bids on Park Project – Lion’s Park** - City Engineer Neil Britton stated that this will be a best value project. The bids are scheduled for opening on July 23 at 9AM with interviews scheduled at 11AM and the recommendation will go to the City Council meeting that evening. The reason the entrance to the park is on the east side is that the county engineer wanted the entrance to the park moved as far away from the corner of 8<sup>th</sup> Ave SW and W Veterans Memorial Hwy as possible. The cost is projected to be approximately \$190k for the park and \$89K for the trail and would be a 10 foot trail. The trail will connect the Frisbee course and skate park. **Motion to authorize the bid letting made by Egger, second by Coleman. All Ayes.**
2. **Resolution approving the construction plans for the Shopko Addition** – Community Development Director Martin stated that the contract with Oppidan states that they will install the flood mitigation plan and storm ponds. The adjusted plan will have one larger pond next to Masten Creek and a smaller run-off pond next to 2<sup>nd</sup> Ave SW. The DNR and City Engineer have certified that this meets the requirements. It was asked if the trail was on the map and Martin stated that the trail is not on there because we are constructing the trail not Oppidan. **Motion to Approve the Resolution for the Construction Plans for the Shopko Additon made by Egger, seconded by Hopkins. All Ayes. RESOLUTION #6.5-14 ON FILE**

#### G. NEW BUSINESS:

1. **Resolution to Approve an Increase in Election Judge Pay** – City Clerk Rappe explained that Cities around Kasson are all paying higher wages than we are and the school paid \$12.50 per hour for their referendum in May. The last time election judge pay was increased was 2008 when it went from \$7ph to \$10ph. **Motion to Approve the Resolution to Increasing Election Judge pay made by Hopkins, seconded by Egger. All Ayes. RESOLUTION #6.6-14 ON FILE**

#### H. MAYOR’S REPORT:

1. **Kasson-Mantorville Dog Park** – Mayor Nelson reported the new dog park will be in Mantorville’s northwest corner by the new water tower.

#### I. CLERK-ADMINISTRATOR’S REPORT:

1. **Labor Agreement update: IBEW and Teamsters** – contract negotiations have been opened and Randy will be working with the administrative committee
2. **SE league meeting July 29 in Winona**
3. **Load management program** - The city has installed 289 load controllers on residential central air conditioners and those people will be getting a 10% discount this month. Advertising for the Program will continue in the July Newsletter.

**J. ENGINEER'S REPORT:**

1. Neil Britton, WSN reported the status on the projects in progress.

**K. PERSONNEL:**

1. **Hiring of Volunteer Fire Fighters** - Fire Chief Fitch submitted 5 names for recommendation as Fire Fighters, they have passed the written and agility tests and once hired will take the EMS and Fire Fighter Courses. ***Motion by Egglar, seconded by Worden to hire Rich Gannon, Brent Freerksen, Ketin McKow, Juan Menchaca and Charles Restall. All Ayes***
2. **Closed meeting for City Administrator Annual Evaluation** – The meeting was closed at 6:53pm. Meeting reopened at 7:10pm. Outcome: The City Council recommended a step increase to Grade 20, Step 6 \$52.65 per hour and a step increase in vacation time and an increase to the mileage stipend of \$100 per month to allow for increased transportation costs and payment for meals and incidentals including Council functions.

**L. Correspondence:** Council Person Coleman reported that the City is now a Step 2 Greenstep Community and we will now be reviewing the criteria for Step 3.

**M. ADJOURN:**

1. The meeting was adjourned at 7:15 p.m.

**ATTEST:**

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Linda Rappe, City Clerk

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Matt Nelson, Mayor