

KASSON CITY COUNCIL REGULAR MEETING MINUTES

June 8, 2016

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 8th day of June, 2016 at 6:00 P.M.

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

THE FOLLOWING MEMBERS WERE ABSENT: Johnson

THE FOLLOWING WERE ALSO PRESENT: City Administrator Theresa Coleman, City Clerk Linda Rappe, City Engineer Brandon Theobald, Finance Director Nancy Zaworski, City Attorney Leth, Community Development Director Mike Martin, Melissa Ferris, Marilyn Lermon

Mayor Pro-Tem Borgstrom called the meeting to order at 6:00 P.M.

PLEDGE OF ALLEGIANCE

AGENDA:

Add: A.2.f Library Pay Estimates:

Custom Const. & Design	Division 1	Est. #10	\$21,252.76
Superior Contracting	Division 4	Est. #1	\$ 7,493.60
Superior Contracting	Division 9	Est. #2	\$49,778.60
Custom Const. & Design	Division 13	Est. #7/Final	\$16,330.21
Neitz Electric	Division 16	Est. #4	\$42,645.00
Superior Mechanical	Division 15	Est. #6	\$38,950.00

Motion to Approve the Amended Agenda made by Councilperson Coleman, seconded by Councilperson Buck with all voting Aye.

CONSENT AGENDA:

May 25, 2016 Regular Meeting Minutes

Claims processed after the May 25, 2015 regular meeting, as audited for payment

Councilperson Coleman amended the May 25 minutes to show that he was absent. **Motion to Approve with Changes As Noted made by Councilperson Buck and second by Councilperson Coleman. All Ayes.**

VISITORS TO THE COUNCIL

PUBLIC FORUM

PUBLIC HEARING

COMMITTEE REPORTS

Park Board Minutes 5-17-16 DRAFT

Additional Hiring :

Move Brianna Knutson to Supervisor - \$12.75 ph

Hire Christine Schultz – WSI - \$10.75ph

Hire Thomas Hamlin and Morgan Verburg – Lifeguard - \$9.75

Turned down positions at the Aquatic Center - Maia Determan – Supervisor

Turned down positions at the Aquatic Center - Grant Smith, Jonas Eisenbeis, Ariana Delzer and Kollin Johnson

Motion to approve the Park Board Personnel Recommendations made by Councilperson Egglar, second by Councilperson Coleman, with all voting Aye.

OLD BUSINESS

Park Shelter and Surplus Items – Councilperson Egglar brought up questions about the Park Shelter and why, when it was declared surplus and not demolished, it didn't go through proper State procedures for surplus items. Councilperson Borgstrom stated that since the time frame was so short and it had already been approved to be torn down he did not see a problem with this. Councilperson Borgstrom opened this up for public comment.

Melissa Ferris, 204 4th Ave NW – Ms. Ferris pointed out that there are procedures that the City must follow so that your constituents know what you are doing.

Kasson Industrial Park Preliminary Plat - Community Development Director Martin stated that this has been reviewed by the Planning Commission and comes to you with their recommendation. There were three deficiencies at the Planning Commission meeting which two, have now been rectified. There is still no dedication statement which dedicates the streets and public areas to the City, in the preliminary plat but it will be in the final plat which will be the signed plat. Councilperson Coleman asked about sidewalks, Director Martin stated that our ordinance does not call for sidewalks in C-M areas.

Motion to Approve The Preliminary Plat for Kasson Industrial Park III made by Councilperson Egglar, second by Councilperson Coleman with all voting Aye.

Resolution #6.1-16

***Resolution Approving the Preliminary Plat of Kasson Industrial Park Three
(on file)***

Redman Purchase Agreement – Director Martin stated that the City would like to purchase property from Alice Redman to install the detention pond for Commerce Drive. Minnesota State Aid System (MSAS) will provide 61% of the project financing. The Klockes will accept assessments in the amount of \$25,000 for the purchase of this land. This leaves the City actually paying \$3,700. The EDA recommends approval.

Motion to Accept the Purchase Agreement made by Councilperson Buck, second by Councilperson Egglar with all voting Aye.

Automobile and Technology Allowance – Councilperson Borgstrom informed the Council that he has had conversations with Administrator Coleman and the Mayor and \$1,000 a year was suggested, for cell phone, computer and internet. City Administrator Coleman can use the city vehicle for longer trips and she could use her own car for shorter trips. Councilperson Buck suggested for convenience since she lives out of town to take her own car or to be able to take the city vehicle home the night before. Councilperson Egglar suggested that we have a policy regarding taking the city vehicle home to leave the next day. Councilperson Coleman asked if there was an allowance in place for the last administrator. Administrator Coleman stated that there was and in 2013 it was \$4500 and in 2014 \$5700.

This will be tabled until we put a vehicle policy in place.

NEW BUSINESS

MAYOR'S REPORT

Mayor Pro-Tem Borgstrom stated that the Mayor is at home recuperating after knee surgery.

ADMINISTRATOR'S REPORT

Street Closures, No Parking Signs and Street Sweeping for the Dodge County Fair – the Fair Board is requesting road closures, no parking signs and street sweeping and this would include sweeping on Saturday and Sunday and would result in OT. Marilyn Lermon, from the Fair Board, was in attendance and explained why they would like the street swept. Councilperson Egger asked if there is a way to work with the county to pay for part of the overtime, Mrs. Lermon will talk to the county. Mrs. Lermon stated that this is from the horse arena near the Ice Arena to the horse barn, just where the animals go and it is a very short distance. Councilperson Buck stated that since the public works person who will do this will get two hours of overtime that they can continue to sweep other areas to use up the whole two hours.

Motion to Approve the Fair Boards on Street Closures, No Parking Signs and Street Sweeping request made by Councilperson Buck, second by Councilperson Coleman with all voting Aye.

ENGINEER'S REPORT

Wastewater Treatment Plant Project Update – City Engineer Theobald referred to his memo in the packet. The delay is result of environmental review, during the environment review the MPCA requested us to add in a portion of the Mantorville project to the environmental reviews and has also asked us to complete a historical review. Engineer Theobald informed the Council that if the State does pass the bonding bill as it was written it would increase the funding that we could potentially receive. Councilperson Egger asked if the legislators do not have a special session would we still be able to get funding. Engineer Theobald stated that the city would have to fund the project locally through a local bond.

Resolution Accepting 2016 Street Maintenance Quotes – Engineer Theobald asked the Council to award the quotes as presented. These are in line with what was presented at the last council meeting.

Bituminous – SL Contracting - 19,245.00

Chip Sealing – Pearson Brothers - 78,060.00

Crack filling – Rochester Asphalt - 32,750.00

Councilperson Egger asked that since we are under budget would we finish the city hall parking lot. Engineer Theobald stated that would change the scope of the work significantly but we could put it into a phase II for next year.

Motion to Accept the Quotes as Noted and To Put Extra Budgeted Money Back Into the Streets projects, made by Councilperson Egger, second by Councilperson Buck with all voting Aye.

**Resolution #6.2-16
A Resolution Awarding and Approving 2016 Street Maintenance Quotes**

(on file)

ATTORNEY'S REPORT

Attorney Leth stated that they have worked on the Redman Purchase agreement and the Loan for 1760 Millwork that just closed yesterday.

PERSONNEL

CORRESPONDENCE

May Police Department Calls

ADJOURN: The meeting was adjourned at 6:38 P.M.

ATTEST:

Linda Rappe, City Clerk

Coy Borgstrom, Mayor ProTem

DRAFT