

KASSON CITY COUNCIL REGULAR MEETING MINUTES

August 28, 2013

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 28th day of August, 2013 at 6:00 p.m.

THE FOLLOWING MEMBERS WERE PRESENT: Coleman, Egger, Hopkins and Nelson

THE FOLLOWING MEMBERS WERE ABSENT: Tjosaas

THE FOLLOWING WERE ALSO PRESENT: City Administrator Lenth, Admin Assist Weigel, Finance Director Zaworski, Community Dev Director Martin, City Engineer Neil Britton, Lynnette Nash, Lyle Hoaglund, Justin Haase, Ann Asprey-Erdman, Ramona Asprey, Robert Beaver, Keith Schultz, Mary Sue Smith, Duane Baldwin, Kevin Worden and Randy Carlsen
Acting Mayor Nelson presided over the meeting.

COUNCIL

Agenda: Motion by Egger and second by Coleman, with all voting aye, to approve the August 14, 2013 agenda with the following amendments:

Add: A.2.f.2 Aquatic Center – Neumann Pools Payment

H.2 Proclamation of Recognition of Sam Stoll

Consent Agenda: Motion by Hopkins and second by Coleman to approve the August 14, 2013 consent items. Ayes: Coleman, Egger, Hopkins and Nelson. Nays: None.

1. **Minutes:** Approved the August 14, 2013 regular meeting minutes as submitted
2. **Claims:** Approved all claims processed after the August 14, 2013 regular meeting, as audited for payment in the amount of \$ 984,590.93
3. **Acknowledgement of Committee and Meeting Minutes:**
 1. EDA – July 2, 2013
 2. Planning & Zoning – July 8, 2013
 3. Park Board – August 7, 2013
4. **Pay Estimates**

1. Swenke Ims Contracting	3 rd Ave SW and Park & Ride Est #4	\$78,874.99
2. Neumann Pools	Aquatic Center	\$43,042.45
5. Approve 11th Street NE and 5th Ave NE Street Closings for annual Big Iron Classic.

VISITORS TO THE COUNCIL

1. **Lynnette Nash and Lyle Hoaglund; Mantorville Restoration Association and Mantorville Theater Association; Carriage House:** Mr. Hoaglund, representing the Mantorville Restoration Association and Ms. Nash representing the Mantorville Theater Association were present to answer questions regarding the purchase and moving of the Carriage House. *Motion to approve making the moving of the Carriage House to Mantorville a City Project and assisting with associated moving and renovation costs not to exceed \$16,000 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: Coleman, Egger, and Nelson. Those against same: Hopkins.*

2. **Justin Haase:** Mr. Haase is asking that the City Council look into adding language for the City Ordinance about nuisance recreational fires. This has been referred to the Administrative Committee.
3. **Ann Asprey-Erdman:** Discussion was had regarding raised headstones in Maple Grove Cemetery. The Administrative Committee will meet with Ramona Asprey and Ann Asprey-Erdman to further discuss this concern.
4. **Robert Beaver:** Mr. Beaver had several questions regarding the Old Elementary School and requested a copy of the Structural Engineers Report. He was directed to City Hall staff during normal business hours.

COMMITTEE REPORTS

1. **Planning and Zoning Commission:**

a. Prairie Willows 3rd Final Plat: *Motion to approve the final plat for Prairie Willow Estates Third was made by Council Member Hopkins and duly seconded by Council Member Egger. Upon a vote being taken, the following members voted in favor thereof: Coleman, Egger, Hopkins and Nelson. Those against same: none*

OLD BUSINESS

1. **Architect/Engineer Agreement for Library Project:** *Motion to approve the agreement for Architectural/Engineering services with Leland A. Gray, Architect 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: Coleman, Egger, Hopkins and Nelson. Those against same: none.*

NEW BUSINESS

1. **US Hwy 14 Partnership:** *Motion to approve joining the U.S. Hwy 14 partnership for 2014 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: Coleman, Egger, Hopkins and Nelson. Those against same: none.*
2. **2014 Budget Discussion:** Finance Director Zaworski initiated discussion regarding the 2014 proposed budget. The public has been invited to the August 28th and September 4th City Council Meetings. It was made known that City Staff will be asking for a levy increase of 6.10% for 2014. Once this preliminary levy is set it cannot be increased, however; it can be decreased before the December vote.

MAYOR'S REPORT

1. **Habitat for Humanity House:** Habitat for Humanity is looking for land to build a house in Kasson in 2014 or 2015. Habitat helps working families who are not qualified for government assistance get into a home that is affordable to them. The family also puts 400-500 hours of sweat equity into the home. Mortgages are interest free and the money is paid back to Habitat and the family pays the property taxes. This is a hand up, not a hand out to the families. It was discussed that Lot 1 of Linden Manor Sub-division on 3rd Street SE and 8th Avenue SE would be a suitable location for such a project. *Motion to approve giving authority to the City Planner to transfer Lot 1 of Linden Manor Sub-division to Habitat for Humanity was made by Council Member Egger and duly seconded by*

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Council Member Coleman. Upon a vote being taken, the following members voted in favor thereof: Coleman, Egler, Hopkins and Nelson. Those against same: none.

2. **Proclamation of Recognition of Sam Stoll**

CLERK-ADMINISTRATOR REPORT

1. **Electric Territory Update:** City Administrator Lenth updated Council regarding the three areas that are involved in territory negotiation. Administrator Lenth is continuing to work out these territory concerns.

ENGINEER'S REPORT

1. **Neil Britton, WSN reported on the following projects:**

a. Old Elementary School Building: No Update.

b. Street Projects:

2013 Bigelow Resurfacing and Rehabilitation Project: The curb & gutter and bituminous on 2nd Street in Prairie Willow Estates still needs to be placed and some restoration work where curb & gutter was placed. *3rd Avenue SW Reconstruction and Park & Ride Construction Project:* The Park & Ride has the bituminous placed and the striping is done. There is some restoration work to be completed. The Park & Ride will be open on Tuesday, September 5th at 5 am. The curb & gutter is scheduled to be poured on 3rd Ave. tomorrow and the paving will be next week. The curb & gutter and bituminous has been placed on 3rd Ave. south of 6th Street. There is turf establishment to be completed. *4th Street SE and Commerce Drive:* No Update. *7th Street NW:* No Update. *16th Street NE:* Central Landscaping worked yesterday and should finish today doing the reseeding and installing erosion blankets. Swenke has some riprap to install and then the project will be complete.

c. Alleys: Estimates have been submitted for possible inclusion in the 2014 budget.

d. Kasson/Mantorville Waste Water Treatment: We have reviewed the MPCA response letter and I will set up a meeting with Kasson to review the requirements. Hopefully we can meet on the 6th of September. On October 8th the Capital Investment Committee will be at RCTC and would like a presentation of the project.

e. Folkestad Building & House: The contractor has signed the contract and change order and they will be presented to the Council tonight. There is a preconstruction meeting at 10:00 AM on Tuesday the 3rd of September. The contractor will start that same day.

f. Blaine's 12th Phase 4: No Update

CORRESPONDENCE

1. **The Church of Jesus Christ of Latter-day Saints Open House:** No Discussion

ADJOURN: The meeting was adjourned at 7:17 p.m.

ATTEST:

Randy D. Lenth, City Administrator

Matt Nelson, Acting Mayor