

KASSON CITY COUNCIL REGULAR MEETING MINUTES
September 10, 2014

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 10th day of September, 2014 at 6:00 p.m.

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

THE FOLLOWING MEMBERS WERE ABSENT: None.

THE FOLLOWING WERE ALSO PRESENT: City Administrator Lenth, City Clerk Rappe, Community Dev Director Martin, Finance Director Zaworski, City Engineer Neil Britton, Randy Carlson, Chris McKern, Jennifer Nelson and Gretta Becay. Mayor Nelson presided over the meeting.

COUNCIL

Agenda: *Motion by Egger and second by Hopkins, with all voting aye, to approve the September 10, 2014 agenda with the following amendments:*

Add: I.1 Electric Forecast
 L.1 Correspondence – Library Groundbreaking

Consent Agenda: *Motion by Worden and second by Coleman to approve the September 10, 2014 consent items. Ayes: Coleman, Egger, Hopkins, Nelson and Worden. Nays: None.*

- a. **Minutes:** Approved the August 27, 2014 regular meeting minutes as submitted.
- b. **Claims:** Approved all claims paid after the August 27, 2014 regular meeting, as audited for payment in the amount of \$169,906.02.
- c. **Acknowledgement of Committee and Meeting Minutes:** Acknowledged the following committee and meeting minutes for:
 1. Library Board Minutes – June 2014
 2. Planning and Zoning – July 2014 Draft
- d. **Annual Evaluations:**
- e. **Conferences/Training:**
- f. **Pay Estimates/Change Orders:**
 1. Blitz Construction Blaines 12th – Phase 4 FINAL \$25,152.86

VISITORS TO THE COUNCIL

1. **Chris McKern** – Mr. McKern updated the council on a successful festival in the park. Things that went well: 1. Very well attended, 2. The weather was perfect, 3. Fundraising was good,

they doubled button sales, 4. There were a lot of great volunteers, 5. The city departments very helpful, 6. The neighbors very receptive to concert and didn't have any issues, 7. The concert went well! 8. Participation in events was increased this year. The festival committee spent \$40,000 and most spent in town. They used social media to get over 7000 hits on their website. What didn't go so well: only had 4 complaints, no prices on a food booth, fireworks were at 10pm instead of dusk, zombies in the parade, and fireworks debris were discussed and will be reviewed for next year. The fireworks display was bigger than ever and there was no wind to blow the debris away. Fundraising for next year kicks off with the chili cook-off this fall and the biscuits and gravy breakfast January next year. Next year will be Kasson's 150 Anniversary. Mike asked if they get requests for overnight camping. Chris said they get requests every year and they give them campground numbers of ones nearby. They will have drone video on their website for next year.

2. **Jennifer Nelson** – SMIF, Southern Minnesota Initiative Fund – Ms. Nelson is the Vice President of Development at SMIF. Ms. Nelson handed out information regarding SMIF, who they are and what they do. Ms. Nelson invited the Councilmembers to the SMIF Annual Luncheon at the Owatonna Country Club on October 2.

PUBLIC FORUM

PUBLIC HEARING

COMMITTEE REPORTS

1. **Planning and Zoning Commission** –

- a. **Johnson Minor Subdivision** – Martin stated that the Outlot is behind lot 6 of Masten Creek Woodlands and contains the retention ponds. Johnson would like to combine both of these lots. This makes lot 6 larger and will give the owner more flexibility and will make an owner responsible for the maintenance of the retention pond. Johnson is still in ownership of these lots at this time. Planning Commission held a public hearing for this on Monday, September 8. The one comment made was to make sure that the eventual owner knows that they are responsible for the retention pond.
Motion by Coleman, second by Hopkins to Approve the Johnson Minor Subdivision, All Ayes.

(on file)

Resolution #9.1-14

Resolution Approving the Johnson Development Minor Subdivision

- b. **KM School District Conditional Use Permit** – Martin stated that this is an expansion of the original conditional use permit to build the Elementary School. The Elementary School is expanding to accommodate the increasing enrollment. Martin stated that most of the infrastructure is fairly new. Councilmember Egger stated that the wetlands to the east constrain the expansion on that side and they are regulated as to how close they can go to that.
Motion by Egger, second by Hopkins to Approve the Conditional Use Permit to expand the KM Elementary School, All Ayes

(on file)

Resolution #9.2-14

Resolution Approving the Conditional Use Permit for the Expansion of the KM Elementary School

OLD BUSINESS

1. **Construction Management Agreement** – City Administrator Lenth informed the Council that the City Attorney has read and accepted this agreement with Pine Island Solar to be the Project Manager for the Energy Park. The Project Manager will get the bids and oversee the construction, the project manager will work on a budget and timeline and all of this will come back to the City Council for approvals.
Motion to Approve the Construction Management Agreement with Pine Island Solar, LLC, made by Worden, second by Coleman, All Ayes.

NEW BUSINESS

1. **Preliminary Budget 2015** – Finance Director Zaworski stated that we can set this at the maximum during this meeting because it can, and will go down, but you can't go any higher than is set at this meeting. The Department heads have submitted their requests and some have already been cut.
Motion to Approve the 2015 Preliminary Budget as presented made by Worden, second by Hopkins with all voting Aye.
2. **2015 Preliminary Tax Levy** –
Motion to Approve the Preliminary 2014 Tax Levy, Collectible in 2015 at \$2,581.601 made by Egger, second by Coleman with all voting Aye.

(on file)

Resolution #9.3-14

Resolution Approving Preliminary 2014 Tax Levy Collectible in 2015

3. **Regional Indicators Initiative Agreement** – Councilmember Coleman and Finance Director Zaworski are working on the Greensteps Programs. We have received a grant with matching funds of \$1500 to have this Initiative measure annual performance metrics for MN cities interested in increasing efficiency and sustainability. This will help us identify areas we can work with and engage our community as well as reducing energy costs.
Motion by Coleman, second by Egger with all voting Aye to Approve the Agreement with Regional Indicators Initiative.

MAYOR'S REPORT

ADMINISTRATOR'S REPORT

1. **Electric Forecast** – Administrator Lenth handed out information showing electric usage and the disparity caused by increased summer rates not being passed on to the consumer. Lenth stated he would meet with the Electric Committee to discuss cancelling the Exemption

Agreement with Xcel and begin having Kasson Public Utilities serve the high school. It is likely the new service would even out the electric load without increasing the summer peak demand.

Administrator Lenth also informed the Council that the cleaning, painting and maintenance of the water tower on West Veterans Memorial Highway has been completed.

ENGINEER'S REPORT

1. City Engineer, Neil Britton stated that the Street and Water departments conducted a smoke test at the Folkestad building to determine the source of an odor. The plumber found an elbow on a utility sink that was not glued so he glued it and there was no smoke in the building. Work on the Lions Park Trail system has begun.

PERSONNEL

1. **Approve New Streets Employee** – Administrator Lenth stated that of the 25+ applications that were received for this position they were scored and the top four were interviewed. The interview committee is recommending the hire of Steve Burke who scored the highest in the interviews.
Motion to hire Steve Burke at Grade 7, Step 1 \$18.62 per hour made by Hopkins, second by Egger. All Ayes.
2. **Closed meeting for update on Union Negotiations** – Meeting was closed at 7:00
Meeting reopened at 7:08pm Outcome: Administrator Lenth updated the Council on the progress of union negotiations with IBEW.

CORRESPONDENCE:

1. Library Ground Breaking October 1 at 5:30pm .

ADJOURN: The meeting was adjourned at 7:22 p.m.

ATTEST:

Linda Rappe, City Clerk

Matt Nelson, Mayor