

KASSON CITY COUNCIL REGULAR MEETING MINUTES
September 23, 2015

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 23rd day of September, 2015 at 6:00 P.M.

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

THE FOLLOWING MEMBERS WERE ABSENT: None

THE FOLLOWING WERE ALSO PRESENT: City Clerk Rappe, City Engineers Brandon Theobald, Bill Angerman and Kevin Graves from WHKS, Finance Director Nancy Zaworski, Economic Development Director Mike Martin, Library Director Art Tiff, Earl Kopp, Bill Glawe, Tom Ferris and Judy Ruport.

Mayor Johnson called the meeting to order at 6 P.M.

COUNCIL

Agenda:

- Add: consent agenda 2G premise permit gambling – Dodge County Hockey Assoc
- Move L5 to consent agenda as 2h
- Add: New Business – Open Meeting Ordinance

Consent Agenda:

- a. **Minutes:** Approved the September 9, 2015 regular meeting minutes.
- b. **Claims:** Approved all claims paid after the September 9, 2015 regular meeting, as audited for payment in the amount of \$670,396.04
- c. **Conferences/Schools**
Charlie Bradford Land Application of BioSolids Mankato, MN Oct 14-15, 2015
- d. **Minutes:**
EDA Minutes 8-4-15
EDA Minutes Special Meeting 8-25-15
EDA Minutes – DRAFT Special Meeting 9-8-15
Planning Commission 5-11-15
- e. **SRO Agreement**
- f. **Evaluations:**
Linda Rappe - City Clerk At top of scale
Jan Naig – Deputy Clerk At top of scale
Sandy Riedel – Custodian At top of scale

g. Resolution Approving the Premises Permit for Dodge County Youth Hockey Association Charitable Gambling

Resolution #9.5-15

Resolution Approving the Premises Permit for Dodge County Youth Hockey Association Charitable Gambling at Events by Saker

(on file)

h. Engagement Letter for Electric Services to WWTP

Motion by Coleman and second by Egger, with all voting Aye, to approve the consent agenda.

VISITORS TO THE COUNCIL

PUBLIC FORUM

PUBLIC HEARING

Gibbs Partners Tax Abatement – Recessed from September 9, 2015 - Community Development Director Martin stated that Gibbs Partners is asking to abate a portion of the 8,000 square foot building that will be built on the Gibbs property. Dan Gibbs was present. Director Martin stated that they are asking for permission for the EDA to negotiate and prepare the documents for final approval.

No Comments.

Mayor Johnson asked for a motion to recess the public hearing to October 14, 2015, the next Council meeting. **Motion made by Coleman, second by Buck with all voting Aye.**

Motion to give the EDA permission to negotiate and prepare documents made by Egger, second by Borgstrom with all voting Aye.

Public Hearing Opened for a request by developer Scott Lampland to vacate a portion of the easement in Kasson Meadows 6th Subdivision Block 1, lots 9 and 10. Director Martin stated there is a 30 foot easement between lots 9 and 10 of Block 1 in Kasson Meadows 6th Subdivision, 15 feet on each side, it was platted that way in case the City decided to loop the watermain for the Kasson Meadows area. A better option presented itself with the High School. The possibility of shrinking the easements have been reviewed by the Planning Commission. City Engineer and Water Supervisor Bradford and they all support shrinking the easement five feet on either side.

Public Comments –

Earl Kopp – 702 20th St NE – His property abuts the property in question. The water line and sewer lines that run through here are not directly over the center; they are off center on either side. Mr. Kopp stated that the gas company will not allow access to that easement over their easement. Mr. Kopp stated that an excavator cannot maneuver within that easement. Mr. Kopp had hand drawn pictures of the sewer and water lines and the laterals. He knows why the City is doing it but questions the wisdom. City Engineer Theobald stated that there are alternatives to access and excavator swing size. This has been discussed with developer and Water Supervisor.

Mr. Kopp – stated that his experience tells him that we cannot cross the gas line easement. He has 40 years of construction experience and proceeded to tell the Engineer how to install a trench box on this property. Mr. Kopp asked how close you can build to an easement. At the planning meeting he expressed concern that these would be small lots to build on and was told that the purchaser would have to work around that.

Bill Glawe – 408 1st Ave NW – Don't give up your easements.

Director Martin stated that as a rule we don't give up easements but in this case it seemed to make sense. Councilperson Buck – understood that this easement was for the looping of the watermain and he was not aware of the sewer line.

Public hearing closed.

Councilperson Borgstrom – does not like giving up an easement because it is too hard to try and get it back. Does this have to be figured out now? Director Martin stated that we as a City are not in a hurry to do this but the developer wants to sell the lot.

Councilperson Egger – can we keep the easement on one lot and not on the other?

Tom Ferris – stated that a lot of additional information was brought up here that was not brought up at Planning Commission. A lot of people buy lots not knowing that these easements exist.

Councilperson Buck - would like to hold off on a decision until they can get more information.

Motion to table until the next City Council meeting made by Egger, second by Borgstrom with all voting Aye

COMMITTEE REPORTS

Library Board/Building Committee Updates - Art Tiff, Library Director thanked the Council for their support on the new Library. There are daily construction updates on the Library website with pictures of the construction. Director Tiff stated that they are getting some serious estimates coming in and wanted to know if the Council would object to a special meeting, if necessary, since there are three weeks between Council meetings. Director Tiff also stated that during excavation the street got very muddy and the contractor came in and cleaned the mud off of the street.

Subdivision Ordinance Amendment - Community Development Director Martin stated that Councilperson Buck requested the Planning Commission look at changing the Subdivision Ordinance to have the City install all the streets and assess it back to the Developer. This way we know how they are being constructed and that the inspections are done. This also requires a bond by the developer to insure that everything is done and all contractors are paid. Director Martin stated that he is asking for permission to move ahead with this potential amendment and noted it will cost some attorney and engineering time. Councilperson Egger asked that since we have to front the money, how do we get that back. Director Martin stated that for the first three years the developers pay interest on the bond only and that every time they sell a lot the assessments must be paid in full.

Bill Glawe had questions for Director Martin; How is the sewer and water inspected? Is it televised? Is the water tested by the City? Is the sewer tested by the City or by the Engineer, or by the developer or contractor who puts it in? How is the road constructed? In the first year is it the base or wearing course? Martin answered that when the City puts in a road the base is put down first and the wear course is put in the next year. Director Martin stated that all the testing is done. Mr. Glawe wanted to know if there is a televising report on these lines. City Engineer Theobald stated that there is televising of the sanitary sewer. In addition to performing the mandril, they air test for the sanitary sewer, air pressure test all done by the contractor witnessed by ourselves and the Water Supervisor. Bill Glawe asked what is done on an unvalved joint? Engineer Theobald stated that they are belled and if it is a repair, then it is sleeved. Earl Kopp stated that the wear course has not been done in his subdivision in a timely manner and suggests that time limits be put on. Councilperson Borgstrom stated that that was addressed at Planning Commission with the Developer.

Motion to send this to the Planning Commission to amend the Subdivision Ordinance made by Borgstrom, second by Buck with all voting Aye.

OLD BUSINESS

Animal Ordinance – Finance Director Zaworski stated that this was tabled at the last meeting to allow more consideration. This Ordinance would replace our existing animal ordinance. This would have to have a public hearing to replace the entire section in the Code of Ordinances. The Police and Attorney have weighed in and approved this version.

Motion to call a public hearing made by Egger, second by Coleman with all voting Aye.

Amend Fee Schedule adding Dangerous Animal License \$100 -

Motion to approve the fee schedule change made by Coleman, second by Borgstrom with all voting Aye.

NEW BUSINESS

Open Meeting Ordinance – Councilperson Coleman would like to add an Ordinance pertaining to the open meeting law so that it is in the Code. Director Zaworski stated that this falls right out of State Statute with the interpretation by the City Attorney. We are looking for clarification for all interviews whether they involve a City Council person or not and whether it is for all committees that are appointed by the Mayor. Staff, Councilperson Coleman and the City Attorney will draft a recommended ordinance.

MAYOR'S REPORT

Mayor thanked Public Works for the job they are doing getting the streets done.

Mayor Johnson stated that he is disbanding the Fire Department Committee. He would like to get this moved forward and will talk to the Fire Chief himself.

ADMINISTRATOR'S REPORT

ENGINEER'S REPORT

Facilities Plan Public Hearing – Bill Angerman and Kevin Graves were in attendance from WHKS. Mr. Angerman went through the agenda submitted. Alternative #2, the phased approach, was what was chosen by the Council at a previous meeting. This project is needed regardless of any previous decisions because the permit expires in October of 2016 and we cannot renew it with the way the plant is now. The goal is to start in 2016 with completion in 2017. Funding was discussed and the City has the option to step increase rates.

Motion to Open Public Hearing made by Buck, second by Egger with all voting Aye.

Earl Kopp – 702 20th St NE – asked if the retention basin would be an open or closed storage tank. If open, how would odors be controlled?

Response from Mr. Angerman – the tank is proposed to be a bolted steel ‘Harvestore’ type tank that would be open. The tank would normally sit idle and not be in use, and the amount of time to be in use is expected to be a few days at a time during wet weather events. Also, the incoming wastewater during these events is expected to be significantly diluted. Odors are not expected to be an issue for the proposed retention tank.

Earl Kopp – 702 20th St NE – also asked if I&I reduction was part of the proposed project.

Response from Mr. Angerman – Previous I&I work performed by the City was addressed in the Facility Plan through a comprehensive program that will be occurring concurrently with the WWTF improvements, in order to be proactive. However, costs for implementing the I&I program are not directly included in the proposed project costs.

Judy Ruport – 403 3rd Ave SW – asked what the expected sewer rate increase would be just for Phase 1 of the proposed improvements. Also, what are average monthly sewer bills now? Ms. Ruport feels that the City should continue efforts to notify the public about the proposed rate increase.

Response from Mr. Angerman – The projected total sewer rate increase is currently 26%. Based strictly on cost ratios, the sewer rate increase associated with Phase 1 only would be approximately 15%. The City has the option for a gradual increase of sewer rates due to the phased approach of the WWTF improvements, and the Council will consider this in the future. Average sewer bills are currently approximately \$50 - \$59 per month, for a typical residential water user.

Motion to close the Public Hearing made by Egger, second by Coleman with all voting Aye.

Motion to adopt the Resolution made by Egger, second by Coleman with all voting Aye.

Resolution #9.6-15

***Resolution for Adoption of the Facilities Plan on Kasson Wastewater Treatment Facility Improvements
(on file)***

Project Updates – Commerce Drive - the relocating of the MSAS, the review has been delayed a bit at MNDoT.

GIS Base maps need to be updated and a meeting was held with City Staff on how to proceed.

High School watermain loop will be started shortly the delay is due to the school construction.

KM 6th Subdivision is wrapping up.

Blaines 12th – there was blasting of bedrock.

Bigelow-Voigt 7th Subdivision – the public infrastructure is already in place and the road construction will be starting soon.

Councilperson Buck asked if all of the tests have been done on the infrastructure. City Engineer Theobald stated that everything that is in use has been tested and the utilities that will be turned on are being tested.

PERSONNEL

Motion to Approve the Hiring of Library Assistant Nancy Hackenmiller at Grade 3 Step 1 \$14.60 per hour starting September 16, 2015 made by Buck, second by Egger with all voting Aye

CORRESPONDENCE

The following correspondence was reviewed;

Monthly Police Report

Monthly Fire Report

Thank you note from Mark Gamm

Southern MN Initiative Foundation's Annual Luncheon, October 8 in Owatonna

City Department Update

ADJOURN: The meeting was adjourned at 7:05 p.m.

ATTEST:

Linda Rappe, City Clerk

Steve Johnson, Mayor