

KASSON CITY COUNCIL REGULAR MEETING MINUTES
September 24, 2014

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 24th day of September, 2014 at 6:00 p.m.

THE FOLLOWING MEMBERS WERE PRESENT: Coleman, Egglar, 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 and Fire Chief Joe Fitch.
Mayor Nelson presided over the meeting.

COUNCIL

Agenda: *Motion by Egglar and second by Worden, with all voting aye, to approve the September 24, 2014 agenda with the following amendments:*

Remove: B.1 Fire Chief Joe Fitch
Add: H.1 USDA Rural Development Grant
 G.1 Kasson Senior Living Trail

Consent Agenda: *Motion by Coleman and second by Hopkins to approve the September 24, 2014 consent items. Ayes: Coleman, Egglar, Hopkins, Nelson and Worden. Nays: None.*

- a. **Minutes:** Approved the September 10, 2014 regular meeting minutes as submitted.
- b. **Claims:** Approved all claims paid after the September 10, 2014 regular meeting, as audited for payment in the amount of \$731,814.54.
- c. **Acknowledgement of Committee and Meeting Minutes:** Acknowledged the following committee and meeting minutes for:
 - 1. Library Board Minutes – July 8, 2014
 - 2. Library Board Minutes – August 26, 2014
 - 2. Park Board – August 19, 2014 Draft
- d. **Annual Evaluations:**
 - 1. Jason Peck – SRO
 - 2. Jesse Kasel – Police Officer – Grade 10 Step 3 \$24.31 eff. 8/15/14
 - 3. Mike Ness – Streets/Public Works – Grade 7 Step 7 \$22.56 eff. 3/20/14
 - 4. Mike Bolster – Ice Arena/Parks – Grade 4 Step 3 \$16.21 eff. 6/26/14
 - 5. Donna Kirchgatter – Library Circulation Tech – Grade 6 Step 5 \$19.79 eff.9/11/14
- e. **Conferences/Training:**

1. Steve Howarth – STAR Regional Training – Stevens Point, WI Oct 13-15
2. Doug Robinson – MN State Fire Chiefs Annual Conf – St. Cloud, MN Oct 16-18
3. Steve Jurrens – MN State Fire Chiefs Annual Conf – St. Cloud, MN Oct 16-18

f. **Pay Estimates/Change Orders:**

VISITORS TO THE COUNCIL

PUBLIC FORUM

PUBLIC HEARING

COMMITTEE REPORTS

1. **Electric Committee**

- a. **Interim Rate Increase** – The electric committee has met and is recommending a 2% electric rate increase to start with the October billing. City Administrator Lenth passed out the City's electric power costs for 2013 and 2014 to date. This is solely costs of electricity bought and sold not the electric department expenses. Mayor Nelson stated that this is kind of short notice and could wait another month. Council Member Worden stated that they are trying to get rates more in line with what we are paying for power. Council Member Coleman knows we have to go up 2% at the beginning of the year and doesn't want to go up 4% all at once. The consensus of the Council is that we have to raise this anyway so most are in favor of 2% now and 2% in January. The Council would also like to get the word out on load management and conservation now for next summer.

Motion to approve a 2% electric rate increase effective with Oct 1 billing, made by Egler. Second by Hopkins. Ayes: Coleman, Egler, Hopkins and Worden Nays: Nelson

- b. **Electric Territory** - City Administrator Lenth would like to get the WWTP changed to Kasson Public Utilities as soon as possible and would like to begin negotiations with Xcel Energy for the high school and others in Xcel territory. We can use the school to balance out our summer peak and even out the rest of the year. Lenth stated that negotiations could take some time and would like to get started as soon as possible.

Motion to open negotiations with Xcel Energy made by Worden, second by Egler. All Ayes.

OLD BUSINESS

NEW BUSINESS

1. **Resolution Setting A Public Hearing on Street Vacation** – Community Development Director Martin stated that Cunningham will be petitioning the Planning Commission to plat and rezoning the property at 1601 N Mantorville Ave. This is just the 66x120 feet in front of Cunningham's property, the neighbors will retain their access. We vacate on the east and

gain land on the south and that will give us enough land to build 16th St to the west when we are ready. Will not be an absolute straight on intersection , but MNDot has jurisdiction over the traffic light or round-about at that intersection.

(on file)

RESOLUTION #9.4-14

A RESOLUTION SETTING A PUBLIC HEARING ON A VACATION

Motion to approve setting a public hearing on a vacation made by Egler 2nd by Hopkins. All ayes

- 2. Kasson senior living trail** – Council Member Coleman would like to see if we can construct a trail access from Kasson Senior Housing to the bike/pedestrian trail on the south side of Veterans Memorial Highway. There is a sidewalk in front of the Senior Living and on 3rd St SW to the east where there is a curb cut on the south to get to the new trail. Council Member Coleman would like a crosswalk and curb cut from the driveway of the Senior Living to the south to join the trail to make it safer for the residents. The Council agreed that there should be a crosswalk at the 3rd St SW and E Veterans Memorial Highway intersection. City staff will contact the County to determine a course of action.

MAYOR'S REPORT

1. Mayor Nelson stated that the Library Building Committee wanted to let the Council know that they will be applying for a USDA Rural Development Grant. Finance Director Zaworski stated that this is just a pre-application and only needs the Mayor's signature.

ADMINISTRATOR'S REPORT

1. **Audit Services** – The City has sent out request for proposals for audit services and received three proposals. Administrator Lenth has reviewed the proposal and taken recommendations from neighboring communities and recommends Smith Schafer and Associates.
Motion by Hopkins and second by Coleman to approve audit services from Smith Schafer and Associates. All Ayes.

ENGINEER'S REPORT

1. City Engineer, Neil Britton informed the Council on Lion's Park - they have finished pouring the skate board park concrete and tomorrow will finish rocking the parking lot. The Playground equipment is in and the border is on, next week the trail should be blacktopped. The contractor is asking for an extension since the Corps of Engineers permit has been taking longer to get back.

PERSONNEL

1. **Collective Bargaining Petition** – Administrator Lenth informed the Council that the police officers are switching from the Teamsters to Minnesota Public Employees Association for their union. All current agreements transfer to the new union. Lenth also stated that he met with IBEW and they have essentially come to an agreement on the new contract.

Motion by Coleman, second by Worden recognizing the Minnesota Public Employees Association as the exclusive bargaining representative for Kasson police officers within the meaning of Minn Statute 179A.03, subd. 14. All Ayes.

2. **Nick Fitch Resignation as Training Officer** – Nick Fitch has submitted his resignation as training officer for the Kasson Fire Department. Fitch will stay on as a fireman.

Motion to accept Nick Fitch’s resignation as training officer for the Kasson Fire Department made by Egler, second by Hopins. All Ayes

3. **Recommendations for 1st and 2nd Training Officers** – Fire Chief Fitch informed the Council that applications were taken and interviews were held and the committee’s recommendation is to hire a 1st and 2nd training officer that will split the duties. Fitch stated that there is room in the budget for this.

Motion to approve Tim Hugley as 1st Training Officer and Chris Meyers as 2nd Training Officer for the Kasson Fire Department made by Hopkins, second by Worden. All Ayes

CORRESPONDENCE:

1. SEMLM – October 23 at ZVRC
2. Mutual Aid Letter from Byron

Correspondence was reviewed.

ADJOURN: The meeting was adjourned at 6:36 p.m.

ATTEST:

Linda Rappe, City Clerk

Matt Nelson, Mayor