

KASSON CITY COUNCIL REGULAR MEETING MINUTES

September 25, 2013

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 25th day of September, 2013 at 6:00 p.m.

The following members were present: Tjosaas, Coleman and Hopkins

The following members were absent: Egglar and Nelson

The following were also present: City Administrator Lenth, Admin Assist Weigel, Finance Director Zaworski, Community Dev Director Martin, City Engineer Neil Britton, Gretta Becay and Randy Carlsen

Mayor Tjosaas presided over the meeting.

A. COUNCIL:

1. Agenda: Motion by Hopkins and second by Coleman with all voting aye, to approve the September 25, 2013 agenda with the following amendments:

Remove	E.1	Library Building Committee
Add	A.2.f.2	VCI Pay Estimate
Add	A.2.f.3	Braaten Pay Estimate
Add	E.1	EDA Committee
Add	G.4	Traffic and Parking Regulations

2. Consent Agenda: Motion by Coleman and second by Hopkins to approve the September 25, 2013 consent items. Ayes: Tjosaas, Coleman and Hopkins. Nays: None.

- a. **Minutes:** Approved the September 4, 2013 regular meeting minutes as submitted
- b. **Claims:** Approved all claims processed after the September 4, 2013 regular meeting, as audited for payment in the amount of \$ 803,744.44
- c. **Acknowledgement of Committee and Meeting Minutes:**
 1. Library Board – August 13, 2013
 2. EDA – September 3, 2013
- d. **Pay Estimates**

1. Mohs Construction	Aquatic Center Change Orders		
2. VCI	Folkestad Building Demo/Remodel	Est. 1	\$43,042.45
3. Braaten Construction	Aquatic Center	FINAL	\$11,291.00

B. VISITORS TO THE COUNCIL:

1. Sam Stoll: Mayor Tjosaas presented Mr. Stoll with the signed proclamation for his 2013 wrestling achievements.

C. PUBLIC FORUM: NONE

D. PUBLIC HEARINGS: NONE

E. COMMITTEE REPORTS:

1. EDA: *Motion to approve the retention of Scott Riggs with Kennedy & Graven for the Lion's Park/Oppidan project 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: Tjosaas, Coleman and Hopkins. Those against same: none.*

F. OLD BUSINESS: NONE

G. NEW BUSINESS:

1. Orderly Annexation Agreement: Community Dev Director Martin updated the council on the new proposed Orderly Annexation Agreement. There are no changes made to this agreement from previous agreements and the boundaries are staying the same. *Motion to approve the Orderly Annexation Agreement was made by Council Member Coleman and duly seconded by Council Member Hopkins. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman and Hopkins. Those against same: none.*

2. Utility Bill Payment Date Change: City Administrator Lenth expressed concern from City staff and residents regarding penalties posted to accounts when the 15th of the month falls on a Saturday, Sunday or holiday. *Motion to approve the utility payment deadline to coincide with the next business day when the 15th occurs on the weekend or holiday 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: Tjosaas, Coleman and Hopkins. Those against same: none.*

3. MMUA Safety Management Program Renewal: City Administrator Lenth asked the Council to approve the renewal of the Safety Management Program as in years past. Lenth stated that the program is expensive, with the annual charge going up \$300 from last year, but the benefits from the program to the employees is well worth it. *Motion to approve the MMUA Safety Management Program Renewal was made by Council Member Coleman and duly seconded by Council Member Hopkins. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman and Hopkins. Those against same: none.*

4. Traffic and Parking Regulations: Council Member Coleman raised the issue of residents receiving citations for leaving campers, trailers etc parked on public streets for more than one hour at a time as the current ordinance states. Community Dev Director Martin stated that are many deciding factors, such as traffic sign obstruction, narrow streets and emergency vehicle routes, that go into the decisions surrounding the Ordinance. There was discussion around the time frame and other possible solutions to this problem. This has been referred to the Streets Committee for further review.

H. MAYOR'S REPORT:

1. On September 23, 2013 Mayor Tjosaas and Council Member Coleman met with Anne Asprey-Erdman and Ramona Asprey about concerns surrounding type of headstone they would like to have in the cemetery with their current lot locations. It is noted that this is a unique situation and an upright headstone is being allowed in this instance only. Costs incurred with the moving of lots will be paid by the City and City will resume ownership of Block 15, Lot 26, Site 9 and Site 10. The Asprey family will maintain ownership of four lots. *Motion to approve the trading of two lots (where Haven is currently) that are currently owned by the Asprey family for two new lots next to Randy Asprey was made by Council Member Coleman and duly seconded by Council Member Hopkins. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman and Hopkins. Those against same: none.*

I. CLERK-ADMINISTRATOR'S REPORT:

1. Electric Territory Update: City Administrator Lenth updated Council regarding the three areas that are involved in territory negotiations. Administrator Lenth is continuing to work out these territory concerns with both Peoples Energy and Xcel Energy.

J. ENGINEER'S REPORT:

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

- a. Street Projects:
 - 1. *2013 Bigelow Resurfacing and Rehabilitation Project:* The curb and gutter is placed on 2nd Street. The street still needs some rock and grading, before the bituminous is placed. Restoration behind curb still needs to be completed.
 - 2. *3rd Avenue SW Reconstruction and Park & Ride Construction Project:* On September 25, 2013 the Park & Ride still needs some restoration work and seeding. 3rd Ave south of 6th Street still needs to have sod placed. On 3rd Ave north of CSAH 34 all concrete work is done and streets are ready for bituminous. Swenke is working on the boulevards. There is top soil spread on the west side of 3rd Ave and on 1st Street. They are shaping the east boulevard.
 - 3. *4th Street SE and Commerce Drive:* No Update
 - 4. *7th Street NW:* No Update
 - 5. *16th Street NE:* Punch list items have been completed except for some minor concrete repair
- b. Alleys: No Update
- c. Kasson/Mantorville Waste Water Treatment: There is a meeting with House bonding committee at RCTC on October 8th at 6:00 PM. We are in the process of obtaining budget cost estimates for needed upgrades for Kasson's future needs and adding Mantorville to the WWTP. With the projected growth of Kasson there will be a possible need to upgrade the WWTP for additional capacity beyond adding Mantorville and the historical growth of Kasson.

- d. Folkestad Building & House: The majority of the non-structural walls have been removed and the mitigation completed. The house has been removed and the site shaped. The next items to be completed are the roof rafter repairs/replacements, insulation and roof replacement.
- e. Blaine's 12th Phase 4: No Update

K. PERSONNEL: NONE

L. CORRESPONDENCE:

- 1. SMIF Annual Luncheon – October 10, 2013: No discussion

M. ADJOURN:

- 1. The meeting was adjourned at 6:38 p.m.

ATTEST:

Randy D. Lenth, City Administrator

Tim Tjosaas, Mayor