

**KASSON CITY COUNCIL REGULAR MEETING MINUTES  
December 8, 2010**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 8<sup>th</sup> day of December, 2010.

**THE FOLLOWING MEMBERS WERE PRESENT:** Coleman, Marti, Tjosaas, Torkelson.

**THE FOLLOWING MEMBERS WERE ABSENT:** Nelson.

**THE FOLLOWING WERE ALSO PRESENT:** City Administrator Lenth, Admin Assist Benfield, Community Dev Director Martin, Finance Director Zaworski, Neil Britton, Lori Hopkins, Jeannine Hensley, Joe Allen, Mike Nockels, Chris Seljan, Chris Meyers, Jim McAndrews, Randy Carlsen.

Mayor Tjosaas presided over the meeting.

**COUNCIL**

**Agenda:** Motion by Marti and second by Coleman, with all voting aye, to approve the December 8, 2010 agenda with the following amendment:

Add:           I.2.    Police Station Bids

**Consent Agenda:** Motion by Marti and second by Coleman to approve the December 8, 2010 consent items. Ayes: Coleman, Marti, Tjosaas. Nays: None. Abstain: Torkelson (Abstention applies only to Claims portion of the Consent Agenda due to submission of claim from Stone by Stone Plus, LLC)

1.     **Minutes:** Approved the November 23, 2010 regular meeting minutes as submitted.
2.     **Claims:** Approved all claims paid after the November 23, 2010 regular meeting, as audited for payment in the amount of \$66,616.68.
3.     **Approve Amusement Device License Renewals:** Approved the following amusement device license renewals for:
  - a.     American Legion Post #333
  - b.     Pete's Repeat

**VISITORS TO THE COUNCIL**

1.     **Jeannine & Gerry Hensley – Minimum Water & Sewer Charges:** According to City policy, all customers are required to pay the base rate for access to utilities, regardless of usage. Jeannine Hensley is in the process of renovating the building at 111 & 111½ West Main Street. She noted that no electricity or water is being used at this time. Hensley's request is that these base charges be waived while she is in the process of remodeling. The Water & Sewer Committee will review the request.

**OLD BUSINESS**

1.     **Final Levy:** Finance Director Nancy Zaworski presented an overview of the 2011 budget. The overall increase in the levy is 5.98%.

- a. **Resolution Approving Final 2010 Tax Levy, Collectible in 2011**: Motion by Coleman and second by Torkelson to adopt the resolution approving the final 2010 tax levy, collectible in 2011. Ayes: Coleman, Marti, Tjosaas, Torkelson. Nays: None.

**Resolution #12.1-10**  
**Resolution Approving Final 2010 Tax Levy, Collectible in 2011**  
**(on file)**

- b. **Approve 2011 Budget**: Motion by Marti and second by Coleman, with all voting aye, to approve the 2011 budget, including the Enterprise funds.

**CLERK-ADMINISTRATOR'S REPORT**

1. **Personnel Policy – Clarification on New Year's Day Holiday**: The Employment Policy Handbook states that holidays falling on Sunday will be observed on the following Monday and holidays falling on Saturday will be observed on the preceding Friday, with the exception of the New Year's Day holiday, which will be observed the following Monday. For auditing purposes, it is clear that the first holiday of the year, New Year's Day, is observed in January. Monday, January 3<sup>rd</sup> is the official 2011 New Year's Day holiday for City employees.
2. **Police Station Bids**: Three bids were received for the renovation of the old Fire Hall for the police station. The bids ranged from \$114,000 + to \$176,000. Best Value Contracting interviews will be conducted the week of December 13<sup>th</sup>.

**ENGINEER'S REPORT**

1. **Outfall Line**: The preliminary engineering work for the sanitary sewer outfall line is continuing.
2. **16<sup>th</sup> Street NE**: A meeting on the Municipal State Aid role in the 16<sup>th</sup> Street NE project will be held on Friday, December 10, 2011 with MnDOT and Mantorville Township.

**PERSONNEL**

1. **IBEW Negotiations Update (Closed Session)**: The meeting was closed at 6:29 p.m. for the purpose of an update on the IBEW Union negotiations. The meeting was re-opened at 6:41 p.m. **Outcome**: An update on the IBEW Union negotiations was provided. Motion by Torkelson and second by Coleman, with all voting aye, to approve rescinding the Reduction-in-Force for one full-time employee position.

**ADJOURN**: The meeting was adjourned at 6:44 p.m.

**ATTEST:**

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Randy D. Lenth, City Administrator

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Tim Tjosaas, Mayor