

**KASSON CITY COUNCIL REGULAR MEETING MINUTES**  
**September 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 September, 2010 at 6:00 p.m.

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

**THE FOLLOWING MEMBERS WERE ABSENT:** None.

**THE FOLLOWING WERE ALSO PRESENT:** City Administrator Lenth, Admin Assist Benfield, Community Dev Director Martin, Finance Director Zaworski, Neil Britton, Jerry Roney, Steven Jurrens, Randy Carlsen.

Mayor Tjosaas presided over the meeting.

**COUNCIL**

**Agenda:** Motion by Torkelson and second by Marti, with all voting aye, to approve the September 8, 2010 agenda.

**Consent Agenda:** Motion by Nelson and second by Coleman to approve the September 8, 2010 consent items. Ayes: Coleman, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

1. **Minutes:** Approved the August 25, 2010 regular meeting minutes as submitted.
2. **Claims:** Approved all claims processed after the August 25, 2010 regular meeting, as audited for payment in the amount of \$767,423.27.
3. **Acknowledgement of Committee and Meeting Minutes:** Acknowledged the following committee and meeting minutes for:
  - a. Library Board - 06/08/10 & 07/13/10
  - b. Park Board - 08/17/10
  - c. EDA - 08/26/10
4. **Conferences/Training:** Acknowledged the following employee training/conference attendance for:
  - a. J. Reding Commanding Credible Communications 1/25-26/11 St. Paul BCA
  - b. J. Reding Manager Miens & Morals 2/2-3/11 St. Paul BCA
5. **Pay Estimates:** Approved the following pay estimate for:
  - a. Rochester Sand & Gravel Dodge Co Ice Arena Parking Lot Est #1 \$171,221.12
6. **Resolution Accepting American Legion Post #333 Charitable Gambling Funds:** As part of the consent agenda, the resolution accepting American Legion Post #333 charitable gambling funds in the amount of \$500 for Festival in the Park was adopted. Ayes: Coleman, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

**Resolution #9.1-10**  
**Resolution Accepting American Legion Post #333 Charitable Gambling Funds**  
**(on file)**

**OLD BUSINESS**

1. **Petition and Waiver Agreement By and Between the City of Kasson and Tierra, AKA:**  
This petition and waiver agreement relates to the installation of streets and other infrastructure in Blaine's Twelfth Subdivision, Lots 3-8 of Block 4 and Lots 16-19 of Block 3. The City will levy special assessments for the improvements against the subject property. Before beginning construction the owner of the property, Tierra, AKA, will provide a first mortgage on the property being improved which would allow the City to foreclose on the property if the special assessments are not paid. Motion by Marti and second by Coleman, with all voting aye, to approve the petition and waiver agreement, the promissory note and the mortgage by and between the City of Kasson and Tierra, AKA.

**NEW BUSINESS**

1. **Resolution Adopting Assessment – Kasson Meadows Street Vacation:** Petition and waiver agreements have been signed by all affected property owners to vacate a portion of 10<sup>th</sup> Avenue NE. Forty feet of an undeveloped street will be deeded to each of these owners. The amount assessed to each of these properties is \$200.00. Motion by Nelson and second by Marti to approve the resolution adopting the assessment for the Kasson Meadows street vacation, collectible in 2011. Ayes: Coleman, Marti, Nelson, Tjosaas, Torkelson.  
Nays: None.

**Resolution #9.2-10**  
**Resolution Adopting Assessment**  
**Kasson Meadows Street Vacation**  
**(on file)**

2. **Big Iron Classic:** Motion by Coleman and second by Torkelson, with all voting aye, to approve the closing of portions of 11<sup>th</sup> Street and 5<sup>th</sup> Avenue NE, as necessary, for the safety and convenience of the Big Iron Classic.
3. **Discussion and Approval of Preliminary Budget & Tax Levy:** Finance Director Nancy Zaworski reviewed the 2011 General Fund budget and levy breakdown. Items which affect this budget include payroll (the City will be working with the unions on wages), the Dodge County Ice Arena parking lot, the 2<sup>nd</sup> year of the skate park, and the reduction in Local Government Aid. The preliminary total levy is \$1,903,799.00, an 8.56% increase. Staff will continue working to decrease the final levy to 6% or lower.
  - a. **Resolution Approving Preliminary 2010 Tax Levy, Collectible in 2011:** Motion by Coleman and second by Nelson to adopt the resolution approving the preliminary 2010 tax levy, collectible in 2011. Ayes: Coleman, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

**Resolution #9.3-10**  
**Resolution Approving Preliminary 2010 Tax Levy,**  
**Collectible in 2011**  
**(on file)**

**MAYOR'S REPORT**

1. **Library Board**: The Library Board is working on a Building Committee list. They currently have nine people on the list.

**CLERK-ADMINISTRATOR'S REPORT**

1. **Labor Negotiations**: Administrator Lenth noted that labor negotiations with the Teamsters Police Union will begin October 12, 2010.
2. **Solar Grant**: The grant for solar panels on City Hall that Finance Director Nancy Zaworski submitted was approved by the Minnesota Department of Energy.

**ENGINEER'S REPORT**

1. **Pedestrian Bridge**: The DNR permit has been received for the pedestrian bridge over Masten Creek.

**PERSONNEL**

1. **Layoff Notice**: Motion by Marti and second by Coleman, with all voting aye, to approve the layoff of a Parks Department part-time worker after completing the 1500 hour requirement.
2. **Reduction in Force**: Motion by Torkelson and second by Nelson, with all voting aye, to approve a reduction in force for the Senior Liquor Clerk position from 40 hours to 30 hours effective January 1, 2011.

**ADJOURN**: The meeting was adjourned at 6:43 p.m.

**ATTEST:**

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Randy D. Lenth, City Administrator

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Tim Tjosaas, Mayor