

KASSON CITY COUNCIL REGULAR MEETING MINUTES
February 9, 2011

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 9th day of February, 2011 at 6:00 p.m.

THE FOLLOWING MEMBERS WERE PRESENT: Hopkins, Nelson, Tjosaas, Torkelson.

THE FOLLOWING MEMBERS WERE ABSENT: Marti.

THE FOLLOWING WERE ALSO PRESENT: City Administrator Lenth, Admin Assist Benfield, Community Dev Director Martin, Finance Director Zaworski, Neil Britton, Chris Seljan, Chris Meyers, Jeff Ulve, Rick Hawkins, Gary Fitch, Joe Fitch, Jim McAndrews, Doug Robinson, Billy Gullickson, Lorraine Spading, Diane O'Brien-Berge, Randy Carlsen.

Mayor Tjosaas presided over the meeting.

COUNCIL

Agenda: Motion by Torkelson and second by Nelson, with all voting aye, to approve the February 9, 2011 agenda with the following amendments:

- Add: G.3. Discussion re Council Members' Positions on Maintenance of Effort
- H.2 Meeting with MnDOT
- K.1. Accept Matt Nelson's Retirement from Fire Department

Consent Agenda: Motion by Nelson and second by Hopkins to approve the February 9, 2011 consent items. Ayes: Hopkins, Nelson, Tjosaas, Torkelson. Nays: None.

1. **Minutes:** Approved the January 26, 2011 regular meeting minutes as submitted.
2. **Claims:** Approved all claims processed after the January 26, 2011 regular meeting, as audited for payment in the amount of \$88,043.89.
3. **Acknowledgement of Committee and Meeting Minutes:** Acknowledged the following committee and meeting minutes for:
 - a. Park Board - 01/18/11
4. **Conferences/Training:** Acknowledged the following employee training/conference attendance for:
 - a. C. Skime MRWA Ann Water/WW Tech Conf 3/1-3 St. Cloud
 - b. J. Naig/L. Rappe 2011 MCFOA Conference 3/15-18 St. Cloud
 - c. C. Skime Annual WW Conference 3/23-25 Brooklyn Park

PUBLIC FORUM: Rick Hawkins, Acting President of Kasson Fire Department Relief Association, asked about the process the council has adopted in selecting a Fire Chief and if that process also applied to the other Fire Department officers as well. Mayor Tjosaas stated that the objective now is to get a Fire Chief hired, and then go from there.

COMMITTEE REPORTS

1. **Park Board**: The Park Board has discussed the possibility of constructing a portable warming house on wheels for the outdoor rink at the Ice Arena. After the winter months, the building could be moved and used for storage. No funds are budgeted for this project, however, it is possible there could be donations of materials and labor, with limited financial funding from the City. The Park Board has approved proceeding with the process of looking into a portable warming house/storage building constructed with funding and construction by donations and volunteered labor and possible limited contribution from the City.
 - a. **Approval to Pursue the Construction of a Warming House/Storage Building for Outdoor Rink at Ice Arena**: Motion by Torkelson and second by Hopkins, with all voting aye, to approve pursuing the construction of a warming house/storage building for the outdoor rink at the Ice Arena.

2. **Street Committee**: MnDOT is proposing a new program, Municipal Management Agreements, consisting of two to three projects in District 6 in the half million dollar range. Two restrictions of the program are that the project must be planned and presented by a local unit of government and, only work done in the trunk highway right-of-way is eligible. The 16th St NE/Hwy 57 intersection and the County 34/Hwy 57 intersection were considered. The Co. 34/Hwy 57 intersection is the “original” intersection and needs the immediate work. The committee recommends submitting an application this year for the intersection of Co 34/Hwy 57 to pursue 2012 funding.

NEW BUSINESS

1. **Ice Arena – Beer License**: The Ice Arena has an opportunity to host Hockey League games that serves beer at its events. These are college-age players who would also be contributing to local businesses. The licensing would be subject to the approval by the Dodge County Commissioners. Motion by Nelson and second by Torkelson, with all voting aye, to approve the sale of beer for limited venues at the Ice Arena, pending approval by the Dodge County Commissioners.

2. **Designation of Excess TIF Funds – 2010**: Two TIF districts, Tri Star and Gadiant, were decertified in December 2010 with excess cash balances in TIF funds. The excess funds were sent back to the County who in turn redistributed them to the County, School District and the City based on their respective certified tax rates; the City of Kasson received approximately \$20,500. Finance Director Nancy Zaworski’s recommendation is to approve a specific designation for these funds which would then be available to spend at a later date. Her suggestion is to designate excess TIF funds to the Stabilization Fund. Motion by Nelson and second by Hopkins, with all voting aye, to approve designating all excess TIF funds received from the County from decertified TIF districts to the Stabilization Fund.

3. **Discussion re Council Members’ Positions on Maintenance of Effort**: The Maintenance Of Effort (MOE) for libraries is based on Minnesota State Statutes which outline that a minimum determined amount of a City’s tax levy from year to year is to be used to support municipal library operations. Lori Hopkins, a council member and also Library Board chairperson, has a concern regarding two factions within the City supporting opposing sides with respect to Maintenance of Effort. The library supports the campaigning for the continuation of Maintenance of Effort to support the libraries while some City staff is working to eliminate the MOE. Hopkins asked each of the council members for their view on

MOE. The mayor's position is that he feels the city can do a better job of handling the money than when the State tells the city what to do. He would rather have local control over how we budget all departments. Council members and staff are aware that if we build a new library, the library budget will have to go up. Hopkins noted that there have been two recent instances in which the library has had trouble getting small amounts of money from the city - a request for \$2,000 for books was turned down and payment for roof repair on the library building was charged to the library which was not in the budget. Council Member Nelson stated he is in favor of libraries but not necessarily in favor of Maintenance of Effort and agrees with Mayor Tjosaas regarding local control. Council Member Torkelson was also in agreement with the mayor and Nelson. Former council member Gary Fitch understands the library's skepticism regarding the City's control of the budget and noted that in regard to the City pursuing a new library, he said the City has been looking for a building for over 12 years. Fitch was a council member for eight years and the City was looking into a building prior to his being on the council. Understandably, the library board is frustrated with the slow progress; however, Mayor Tjosaas feels the city is closer than ever to getting somewhere with a library building and wants it understood that the council is serious in pursuing this. Hopkins said the library is in support of the campaigning for the continuation of Maintenance of Effort to support libraries. Mayor Tjosaas fully expects the library to support keeping MOE; and stated he wouldn't expect anything less.

MAYOR'S REPORT

1. **Appointments to Fire Department Selection Committee:** In addition to the Emergency Services Committee members, Mayor Tjosaas and Council Member Nelson, the mayor appointed two citizens, Duane Burton and Kevin Worden and firefighter Jason Campbell to the Fire Chief Selection Committee. A notice will be sent out once more to see if anyone else is interested in applying for the Fire Chief position.
2. **Meeting with MnDOT:** Administrator Randy Lenth, Mayor Tjosaas, Council Member Matt Nelson, and Mike Martin met with the DOT District Engineer on Friday, February 4th. Discussion items included 16th Street NE and the bridge (approaches and funding), Highway 57 & County 34 intersection, the striping and signage on Highway 57, the right-of-way for Greenway Elevator, and a Highway 14 interchange at County 15.

CLERK-ADMINISTRATOR'S REPORT

1. **Electric CIP:** As an incentive for residents to participate in the home energy audit sponsored jointly by Minnesota Energy Resources and the City, Administrator Lenth is proposing a marketing/promotion campaign. The proposal includes a \$5,000 raffle with \$1,000 given away to five separate winners to be used for energy efficient home improvements, paid upon presentation of receipts for the improvements. Participants must have conducted a home energy audit through the City's program by November 1, 2011. Staff is also considering hiring a summer intern with CIP funding to market and encourage residents to participate in home energy audits and efficiency programs. A suggestion was made to see if Minnesota Energy Resources might contribute to the intern's salary and the raffle. Motion by Nelson and second by Torkelson, with all voting aye, to approve moving forward with the CIP incentive program working with the Electric Committee and Attorney Joe Guzinski.

ENGINEER'S REPORT

1. **Meeting with MnDOT:** Neil Britton, WSN, and Community Development Director Mike Martin met with MnDOT on Wednesday, February 9th. The City will need to pass a resolution adding 16th Street NE to MSAS but not until the property has been annexed. Federal funding can be advanced for three years for the bridge and road project.
2. **Sewer Outfall Meeting:** Britton will be scheduling a meeting for landowners regarding the sewer outfall line.

PERSONNEL

1. **Accept Matt Nelson's Retirement from Fire Department:** The Council accepted Matt Nelson's retirement from the Kasson Fire Department.

ADJOURN: The meeting was adjourned at 6:45 p.m.

ATTEST:

Randy D. Lenth, City Administrator

Tim Tjosaas, Mayor