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**KASSON CITY COUNCIL REGULAR MEETING MINUTES**  
**August 14, 2019**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 14th day of August, 2019 at 6:00 P.M.

**THE FOLLOWING MEMBERS WERE PRESENT:** Burton, Eggler, Ferris, McKern and Zelinske

**THE FOLLOWING MEMBERS WERE ABSENT:** None

**THE FOLLOWING WERE ALSO PRESENT:** Interim- Administrator Zaworski, City Clerk Rappe, City Engineer Theobald, City Attorney Melanie Leth, Police Chief Berghuis, Library Director Art Tiff, Circulation Technician Pat Shafer-Gottschalk, Carl Gombeck – SBA, Tim O’Morro, Mary Lohrbach, Ann McCormick, Audra Lohrbach, Dawn Underwood, Brian Egelstan, Arabella Egalstan, Andrew Holtz, and Suh Veetril

**PLEDGE OF ALLIANCE**

**APPROVE AGENDA**

Add: K.5 – Casey Resignation

Add: L.1 Dodge County Fair Agreement

Move C.1 to C.2 Visitors – Art Tiff

Add: C.1 Visitor - Carl Gombeck – SBA

CHANGE L.4 to ask for 2 positions

**Motion to Approve the Amended agenda made by Councilperson Eggler, second by Councilperson Duane with All Voting Aye.**

**CONSENT AGENDA**

Minutes from July 24, 2019

Claims processed after the July 24, 2019 regular meeting, as audited for payment in the amount of \$366,068.15

Evaluations:

Kent Berghuis	Police Chief	inc to grade 16 step 7 \$47.04 eff. 8/31/19
Jesse Reding	Investigator	inc to grade 12 Step 7 \$35.91 eff. 6/5/19
Josh Hanson	Sergeant	inc to grade 12 Step 7 \$35.91 eff. 5/14/19
Matt Norland	Police Officer	inc to grade 10 Step 3 \$27.59 eff 5/1/19
Paul Lindgren	Police Officer	inc to grade 10 Step 3 \$27.59 eff 4/11/19

Resolution Certifying Delinquent Claims to County Auditor

***Resolution #8.1-19***

***Resolution Certifying Delinquent Claims to the County Auditor  
(on file)***

Acknowledge Committee Minutes

Park Board – July

Planning Commission – July 8, 2019

Resolution Designating CMMPA Representative

***Resolution #8.2-19***

***Resolution Making City Appointment to the Central Minnesota Municipal Power Agency (CMMPA) and Central Municipal Power Agency/Services (CMPAS) Board of Directors (on file)***

**Motion to Approve the Consent Agenda made by Councilperson Burton, second by Councilperson Ferris with All Voting Aye.**

**MAYOR'S REPORT**

Mayor McKern stated that the Festival went well and there were some weather issues. Mayor McKern went to a Joint Ventures Meeting last week and we share expenses and improvements. Kasson, Mantorville and KM School District is all part of the Joint Ventures. There will be updates later in the meeting regarding electric credit and other flooding issues. Mayor McKern reported that KM Care and Share is going to donate \$5,000 to the electric rebate program that will be talked about on this agenda and a \$10,000 donation to the loan program that the City set up with SEMMCHRA for flooding.

**VISITORS TO THE COUNCIL**

**Carl Gombeck – Small Business Administration** – They took in 35 applications as of yesterday and there were more today. It is a loan program for anyone in Dodge County and the five contiguous counties that had damage between June 27 and July 7. There are two components to it; for physical damage and for economic injury which is restricted to small businesses. The loan amounts are different for the two. Businesses can borrow up to \$2M for physical or economic damage or a combination of both, homeowners can borrow up to \$200,000 for real estate and up to \$40,000 for personal property. Since the office is closed now people are limited to applying on line at [disasterloan.sba.gov](http://disasterloan.sba.gov) or by phone at 800-659-2955 and they will send a paper application. Homeowners have until September 30 to apply. Businesses have until May 1, 2020 to apply. Mr. Gombeck advised that everyone who has a need should apply even if you think you may not need it.

**Art Tiff – Summer Reading Program Results and Awards** – Library Director Tiff introduced Patricia Shafer-Gottschalk, Circulation Technician who was in charge of the Summer Reading Program. Ms. Shafer-Gottschalk stated there were 543 – kids 11 and under and they read a total of 10,668 hours, there were 742 books read by 70 teens (231) and 112 adults (511). Ms. Shafer-Gottschalk introduced the three top readers: Audra Lohrbach (141 hours), Arabella Egelstan (149 hours) and Andrew Holtz (182 hours). The Mayor presented gifts for the readers. Director Tiff stated his thanks to the Council and Councilperson Egger for the new Library and appreciated his time here.

**PUBLIC FORUM**

**Tony Paulson – 603 2<sup>nd</sup> St NW** – Mr. Paulson stated that golf carts are running over his property on E Veterans Memorial Highway. Mr. Paulson is complaining about golf carts running amok in Kasson. Police Chief Berghuis invited Mr. Paulson to the police department to discuss the ordinance.

**Dawn Underwood – 1701 11<sup>th</sup> Ave NE** – Ms. Underwood is wondering what steps are being taken to control the water flow in the Little's Subdivision.

**PUBLIC HEARING**

**COMMITTEE REPORT**

**OLD BUSINESS**

**NEW BUSINESS**

**Repair of Police Department** – Police Chief Berghuis stated that the bid from Johnson Construction would be lower if they went with the Polytek flooring. **Motion to approve the bids with the Polytek flooring made by Mayor McKern, second by Councilperson Ferris with All Voting Aye.**

**PD Moving Costs** – **Motion to approve made by Mayor McKern, second by Councilperson Zelinske with All Voting Aye.**

**ADMINISTRATORS REPORT**

**Set Preliminary and Final Budget and Levy dates** – Interim Administrator Zaworski stated that we have to let the County know what dates have been set. The Preliminary Levy will be set on September 11, 2019 and the Final Levy is proposed to be December 11, 2019 with a backup date of December 18, 2019 and officially changing the second meeting of December from the 25<sup>th</sup> to the 18<sup>th</sup>. **Motion to Approve the Schedule as set in the Memo made by Councilperson Burton, second by Councilperson Egler with All Voting Aye.**

**Approve the Change of the 2<sup>nd</sup> meeting in December** – This was accomplished with the motion above.

**Electric Credit – Flood Victims**- Mayor Mckern stated that a spreadsheet made by the Utility Billing Specialist had comparisons from July billing from 2019 and June of 2019 and July of 2018 and the July to July comparison was \$4500 total credit and a lot that were negative. When they looked at July 2019 to June 2019 there is a \$14,500. The Mayor recommended that they go with the larger credit for people affected. KM Care and Share is donating \$5000 to this so the impact to the taxpayers is \$9500. Councilpersons Egler was concerned for people who had extra electric with fans and dehumidifiers and sump pumps but did not have damage. **Motion to give the credit to people who are on the list made by Councilperson Zelinske, second by Councilperson Ferris with All Voting Aye.**

**Hoisington Koegler Agreement** – Interim- Administrator Zaworski presented the revised agreement for service on an as needed basis. **Motion to Approve the Agreement made by Councilperson Burton, second by Councilperson Ferris with All Voting Aye.**

**Flood Debris Removal Update** – Interim-Administrator Zaworski stated that in the claims in this packet include the reimbursements for costs of disposing of flood debris. Zaworski is asking the Council to put an end date on the acceptance of reimbursement requests. The Council was in agreement to put an end date of September 15 on the acceptance of requests. Councilperson Ferris asked that the end date be put on the City's website and social media. Zaworski also reminded the Council that SEMMCHRA has loan money for flood recovery.

**Request for Pumps** – A recommendation from the Public Works Director, Wastewater Supervisor and City Engineer for two 6 inch pumps and hoses. **Motion to Approve the purchase of the two pumps made by Mayor McKern, second by Councilperson Egler with All Voting Aye.**

#### **ENGINEER'S REPORT**

16<sup>th</sup> Street NE Improvements (SAP 240-109-001) – Engineer Theobald updated the Council on current and ongoing projects. Engineer Theobald stated that 16<sup>th</sup> St NE will be starting soon.

Resolution Approving Plans and Ordering Advertisements for Bids – **Motion to Approve the Resolution made by Councilperson Zelinske, second by Councilperson Egler with All Voting Aye.**

#### ***Resolution #8.3-19***

***Resolution Approving Plans and Specifications and Ordering Advertisement for Bid  
(on file)***

#### **Right-of-entry Forms**

**Professional Services Agreement – I/I Reduction** - This Agreement was put together based on the conversation at a previous Council Meeting. Engineer Theobald went through the six services included in the agreement. **Motion to Approve the Professional Services Agreement made by Mayor McKern, second by Councilperson Burton with All Voting Aye.**

#### **PERSONNEL**

**Fill Administrative Position anticipating opening at year end** – Mayor McKern stated that the first three Personnel items are for the Fire Department. There is no additional cost to having someone shadow Administrative Officer Jurens until year end. **Motion to Approve made by Councilperson Burton, second by Councilperson Ferris with All Voting Aye.**

**Title Change from Training Officer and Administrative to Lieutenant** – This is administrative changing titles. **Motion to Approve the title changes from Training Officer and Administrative Officer to Lieutenant made by Councilperson Egler, second by Councilperson Ferris with All Voting Aye.**

**Fill Captain Position** – The Fire Chief's recommendation is to move Firefighter Jeff Ulve to Captain. **Motion to Approve the Chief's recommendation to promote Firefighter Ulve to Captain made by Councilperson Burton, second by Councilperson Egler with All Voting Aye.**

**Lineworker Job Posting (2 positions)** – Mayor McKern stated that there was already an opening in the Electric Department with the promotion of Jarrod Nelson to Supervisor and with the resignation of Jeremy Casey there will be two openings. **Motion to Approve the Lineworker Job Posting for 2 positions made by Mayor McKern, second by Councilperson Ferris with All Voting Aye.**

**Jeremy Casey Resignation** – Mayor McKern thanked Mr. Casey for his service to Kasson. **Motion to Accept the Resignation of Jeremy Casey made by Mayor McKern, second by Councilperson Egler with All Voting Aye.** Councilperson Burton would like justification for this staffing level before both positions are filled.

**Art Tiff Resignation** – Mayor McKern thanked Director Tiff for his years of service. **Motion to Accept the Resignation of Art Tiff made by Mayor McKern, second by Councilperson Ferris with All Voting Aye.**

**ATTORNEY**

**Dodge County Fair Agreement** – City Attorney Leth provided the previous agreement and the revised agreement. Leth stated that she left the Ice Arena Supervisor Stephan Howarth a message and asked for comments. Councilperson Zelinske asked about the floor that was purchased to cover the ice. **Motion to Approve the Agreement with the Dodge County Agriculture and Mechanical Society made by Councilperson Egler, second by Councilperson Ferris with All Voting Aye.**

**CORRESPONDENCE**

Correspondence was reviewed.

**ADJOURN 7:11PM**

**Motion to Adjourn made by Councilperson Burton, second by Councilperson Zelinske with all voting Aye to Adjourn.**

**ATTEST:**

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Linda Rappe, City Clerk

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Chris McKern, Mayor