

KASSON CITY COUNCIL REGULAR MEETING MINUTES

August 22, 2012

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 22nd day of August, 2012 at 6:00 p.m.

THE FOLLOWING MEMBERS WERE PRESENT: Tjosaas, Marti, Torkelson, Hopkins and Nelson
THE FOLLOWING MEMBERS WERE ABSENT: none

THE FOLLOWING WERE ALSO PRESENT: City Administrator Lenth, Admin Assist Weigel, Community Dev Director Martin, Finance Director Zaworski, City Engineer Neil Britton, Randy Carlsen and Chuck Coleman

Mayor Tjosaas presided over the meeting.

COUNCIL

Agenda: Motion by Marti and second by Nelson, with all voting aye, to approve the August 8, 2012 agenda with the following amendments:

Add: A.2.a Add Bonnie Adams and Earlene King to present at August 8, 2012 Meeting

Add: I.1 Surplus Fire Department Radios

Add: J.1 7th Street Utility Specs

Add: K.3 Al Reidel

Remove: A.2.e.2 Dan Trapp Land Applic. of Biosolids 9/18-19 Duluth, MN

Consent Agenda: Motion by Nelson and second by Marti to approve the August 8, 2012 consent items. Ayes: Nelson, Tjosaas, Marti, Hopkins and Torkelson. Nays: None.

1. **Minutes:** Approved the August 8, 2012 regular meeting minutes as submitted
2. **Claims:** Approved all claims processed after the August 8, 2012 regular meeting, as audited for payment in the amount of \$885,412.79
3. **Acknowledgement of Committee and Meeting Minutes:** Acknowledged the following committee/meeting minutes for:
 - a. Library Building Committee – 6/26/12
 - b. Library Board – 7/10/12
 - c. Library Board – Special Meeting – 7/18/12
3. **Conference/Training**
 1. Nancy Zaworski MNGFOA Annual Conf. 9/18 - 21 Alexandria, MN
5. **Pay Estimates:**
 1. Minnowa Const. 16th Street NE Bridge Est. #2 \$348,158.05
6. Approve 11th Street NE and 5th Avenue NE Street Closings for annual Big Iron Classic.

PUBLIC FORUM

1. Chuck Coleman was present and asked if Best Value was used on the bridge or the aquatics center. City Administrator Lenth stated that Best Value was not used on the 16th Street Bridge project because of the use of federal funds; but it being used for portions of the aquatics center.

COMMITTEE REPORTS

1. **Water Committee – August 15, 2012:** It was recommended by the Water Committee to only charge a base fee for six of the twelve months of the year. It was further recommended by city staff to charge half of the base original base rate for twelve months. Motion by Nelson and second by Hopkins to approve lowering the base fee for second meters to \$3.19 per month.

OLD BUSINESS

1. **Resolution Approving No Parking on State Highway 57 (Mantorville Avenue):** Motion by Torkelson and second by Marti to adopt the following resolution. Ayes: Hopkins, Marti, Nelson and Torkelson. Nays: none

RESOLUTION #8.2-12

RESOLUTION APPROVING NO PARKING ON STATE HIGHWAY 57 (MANTORVILLE AVEUE)

NEW BUSINESS

1. **Approve Criminal Justice Information System and National Crime Information Center Agreement between the Dodge County Sheriff's Department and the Kasson Police Department:** Motion by Hopkins and second by Torkelson to approve the agreement. Ayes: Hopkins, Marti, Nelson and Torkelson. Nays: none
2. **Approve Pool Demolition Bids:** Bob Braaten Construction is low bidder for Demolition and Site work at \$232,495.00. Motion by Hopkins and second by Marti to approve bid. Ayes: Nelson, Tjosaas, Marti, Hopkins and Torkelson. Nays: None.
3. **Approve Aquatic Center Bids:** Midwest Fence for Fencing at \$31,500 and Neuman Pools for the Aquatics at \$1,048,600. Motion by Nelson and second by Marti to approve bid. Ayes: Nelson, Tjosaas, Marti, Hopkins and Torkelson. Nays: None. Additional approvals will be forthcoming.
4. **Budget Discussion:** The council was provided the initial budget and preliminary levy information for 2013. At this point no questions were brought forward. The preliminary levy will be brought forward for approval on September 12
5. **Approve Authorization for City Attorney to begin action against Verizon Wireless for non payment of antenna lease:** Motion by Marti and second by Torkelson to approve authorization for City Attorney to begin action against Verizon Wireless. Ayes: Hopkins, Marti, Nelson and Torkelson. Nays: none
6. **Resolution Establishing Procedures Relating to Compliance with Reimbursement Bond Regulations Under the Internal Revenue Code:** Motion by Nelson and second by Hopkins to adopt the following resolution. Ayes: Hopkins, Marti, Nelson and Torkelson. Nays: none

RESOLUTION #8.3-12

RESOLUTION ESTABLISHING PROCEDURES RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE

MAYOR'S REPORT

1. Mayor reported that the tour following the August 8, 2012 meeting to Grand Meadow Schools to view their Monolithic Dome Structure was informative. The next step is for the council building committee and the Library Board Building Committee to meet to discuss which direction they would like to go.
2. Mayor publicly thanked the Festival in the Park Board and Volunteers.

CLERK-ADMINISTRATOR'S REPORT

1. **Surplus Fire Department Radios:** The Fire Department has surplus radios with a possible buyer. Motion by Nelson and second by Hopkins to approve the sale of surplus radios. Ayes: Hopkins, Marti, Nelson and Torkelson. Nays: none

ENGINEER'S REPORT

1. **7th Street NW Utility Extension Project:** The plans and specs are ready for approval and if approved the advertisement will be in the paper next Wednesday. The bid opening will be scheduled for September 19th and will be before the council on the 26th. The contract start date will be October 8th, and will have 30 working days. As a recap, the base bid will include the water main replacement from 3rd Ave to 2nd Ave along with the water main, sanitary sewer and storm sewer extensions to the proposed Aquatic Center. The alternate bid includes the water main extension from 2nd Avenue to Mantorville Avenue along with the milling and bituminous overlay of 7th Street NW from 3rd Ave NW to Mantorville Avenue.
2. **7th Street Utility Specs:** Motion by Nelson and second by Marti for plans and specs for the 7th Street Utility Extension Project. Ayes: Hopkins, Marti, Nelson and Torkelson. Nays: none
3. Neil Britton, WSN, reported that the **Blaine's 12th Subdivision – Phase IV:** The project is nearing completion. The curb and first lift of bituminous has been installed. As for the City park, the topsoil and infield are complete on the ball field and the remaining topsoil is scheduled to be placed by the end of this week. Remaining items include restoration and a few miscellaneous items. **16th Street & Bridge Reconstruction:** The bridge construction and grading on the project is going very well. Minnowa is scheduled to have the bridge abutment walls poured by the beginning of next week. The beams which were planned to be placed the week after Labor Day are now scheduled for delivery and placement next Wednesday and Thursday. Deck construction will take place shortly after. They are currently on pace to have the bridge opened by the first week in October. Rough grading of the roadway and ditches is nearly complete and will continue once the underground construction is finished. Underground crews are scheduled to be in next Monday to begin water main installation.

PERSONNEL:

1. **Accept the Resignation of Thomas Plagge, a Fire Department Volunteer:** Motion by Torkelson and second by Marti to accept the resignation. Ayes: Hopkins, Marti, Nelson and Torkelson. Nays: none

2. **Approve Last Chance Agreement for Dan Roche:** Motion by Nelson and second by Marti to approve the agreement. Ayes: Hopkins, Marti, Nelson and Torkelson. Nays: none
3. **Letter from Al Reidel:** Acknowledged by council

CORRESPONDENCE:

1. **June 2012 Cash and Investment Summary:** No discussion held.

ADJOURN: The meeting was adjourned at 6:38 p.m.

ATTEST:

Randy D. Lenth, City Administrator

Tim Tjosaas, Mayor