

KASSON CITY COUNCIL REGULAR MEETING AGENDA

Wednesday, August 26, 2020

6:00 PM

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 26th day of August, 2020 at 6:00 PM.

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

THE FOLLOWING MEMBERS WERE ABSENT: None

THE FOLLOWING WERE ALSO PRESENT: City Administrator Tim Ibisch, City Clerk Linda Rappe and Finance Director Nancy Zaworski, City Engineer Brandon Theobald, City Attorney Melanie Leth, Police Chief Josh Hanson, Tim O'Morro, Robert Turner, Tim Hruska and David Dubbels

5:30 Budget Discussion Work Session

2021 Budget – Finance Director Zaworski went through a handout with departmental increases and decreases. City Administrator Ibisch stated that the vast majority of the departments are down and the \$200,000 is mostly wage increases. Mayor McKern would like placeholders put in higher for health ins and for the wall. Staff will add these in ahead of the September 23rd hearing.

PLEDGE OF ALLIANCE

APPROVE AGENDA

ADD: B.1 Eagle Scout Proclamation

ADD: F.2 Images Variance Revocation

Motion to Approve the Amended Agenda made by Councilperson Egger, second by Councilperson Ferris with All Voting Aye

CONSENT AGENDA

Minutes from August 12, 2020

Claims processed after the August 12, 2020 regular meeting, as audited for payment in the amount of \$1,011,842.93.

Resolution Accepting Park Donation

Resolution #8.2-20

*Resolution Accepting Donation for the Park and Recreation Department
(on file)*

Acknowledge Committee Minutes

Library Board meeting July 2020

Planning Commission Minutes 7-13-20

Planning Commission Draft Minutes from 8-10-20

Evaluations:

Nancy Zaworski

Finance Director

at top of scale

Pat Shafer-Gottschalk

Library Director

Remove from Probation

Pay Request - #4 Final Request for East Main St Storm Sewer \$61,580.76 BCM Const

Motion to Approve made by Councilperson Burton, second by Councilperson Zelinske with All voting Aye.

VISITORS TO THE COUNCIL

Eagle Scout Proclamation - Mayor McKern Presented a Proclamation to Robert Turner in recognition of achieving his Eagle Scout. Mr. Turner talked about his Eagle Scout project. Scoutmaster Tim Hruska stated that Mr. Turner is being modest and he has been in scouts since First Grade when he was a Tiger Cub and the various groups that Mr. Turner volunteers for and projects and accomplishments of Mr. Turner.

MAYOR'S REPORT

Update on Mental Health Initiative – Mayor McKern updated the Council on the Initiative. We are getting invoices from some of the organizations, Fernbrook agreed to the consultations, NAMI will do trainings, the school will not charge us for the forum or the pack room to hold sessions.

PUBLIC FORUM

PUBLIC HEARING

COMMITTEE REPORT

Planning Commission – Minor Subdivision Plaza 57 – The public hearing was held at the Planning Commission meeting in August. City Administrator stated that this is splitting a lot off for Ron Carlson to purchase and will allow for storm water mitigation to be done in that area. **Motion to Approve the Minor Subdivision made by Councilperson Burton, second by Councilperson Zelinske with All Voting Aye.**

Resolution #8.3-20

*Resolution Approving the Plaza 57 Minor Subdivision
(on file)*

Images Variance Revocation – The Public Hearing was held at the Planning Commission meeting in August. This was approved three years ago and was never filed or acted upon. The owner has been notified and not responded. **Motion to Approve the Recommendation of Rescinding the Variance made by Councilperson Egger, second by Councilperson Duane with All Voting Aye.**

Resolution #8.4-20

*Resolution Rescinding Resolution #12.8-17 Which Approved a Setback Variance for the Property at 302 5th St SE, Providing for Implementation and Effective Date.
(on file)*

OLD BUSINESS

Natural Gas Ordinance – First read – Administrator Ibisch included a draft of an ordinance that can be utilized. Publication will be made to hold the public hearing on September 23.

NEW BUSINESS

Planning Proposals – The City received two proposals for planning services, one from South Central Service Cooperative and from Hoisington Koegler. This would allow a planner to be in the office at least one day a week. Administrator Ibisch recommended Hoisington Koegler because of their familiarity of Kasson. However SCSC would also be valuable. Councilperson Burton would like to clarify the “all inclusive” to make sure we are comparing apples to apples. Ibisch will get clarification.

ADMINISTRATORS REPORT

Administrator's Report – Administrator Ibisch went through his report. Ibisch brought up organized waste hauling to the Council for their consideration. Council is willing to look at bids.

Public Safety Facility Proposal – Administrator Ibisch would like the Council's opinions on the proposals they heard at the last meeting. Councilperson Ferris stated that this could take years to actually come to fruition and it is hard to differentiate with seeing costs, even of just the planning process. Councilperson Egger stated

that he preferred ICS because they looked at all buildings. Administrator Ibisch stated that if we want a proposal from both then we need to set specific criteria. Councilperson Zelinske stated that he would like to see Fire Hall, Police Department, Ambulance and City Hall all combined in one building. Councilperson Ferris would also like to see a place for a community center also.

Cares Act Resolution – Administrator Ibisch went through the expenditures for CARES act. This money is “use it or lose it” and all expenditures must relate to COVID. Councilperson Burton suggested adding a document camera and to increase the telework budget. **Motion to Approve made by Councilperson Egler, second by Councilperson Ferris with All Voting Aye**

Resolution #8.5-20

***Resolution Allocating Coronavirus Aid, Relief and Economic Security Act Fund (Known as the CARES Act Funds) to Local Government Activities
(on file)***

Council Action Sheet – Administrator Ibisch will start asking staff to start utilizing these sheets.

ENGINEER’S REPORT

I and I Reduction - Sump Pump and Sewer Lateral Program – Engineer Theobald stated that when COVID started we put the program on hold and would like to know if the Council would like to start this back up. Theobald has COVID prevention suggestions to be able to start this project. Councilperson Ferris was concerned with people coming into people’s homes and with flu season coming also. The Council would like to move forward with the Program.

Engineer Theobald stated that they are smoke testing this week.

Engineer Theobald stated that the City is on for a March letting instead of November letting for 2021 for the Hwy 57 project.

PERSONNEL

Promotion of Christy DeLima to Sr. Liquor Clerk inc to grade 3 Step 3 \$17.60ph eff 8/11/20

Motion to Promote Christy DeLima to Sr. Liquor Clerk effective August, 11, 2020 made by Mayor McKern, second by Councilperson Ferris with All Voting Aye.

Police Chief stated that they did written assessments from the applicants for part time patrol officer and narrowed it down to 10 that they will interview in two weeks.

ATTORNEY

Attorney Leth stated that Mr.Thompson paid the judgement on the Street Assessment Project to cover the City cost of \$6182.

CORRESPONDENCE

Correspondence was reviewed

ADJOURN 7:00M

Motion to Adjourn made by Councilperson Egler, second by Councilperson Ferris with all voting Aye to Adjourn.

ATTEST:

Linda Rappe, City Clerk

Chris McKern, Mayor