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**KASSON CITY COUNCIL REGULAR MEETING MINUTES
October 23, 2019**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 23rd day of October, 2019 at 6:00 P.M.

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

THE FOLLOWING MEMBERS WERE ABSENT: None

THE FOLLOWING WERE ALSO PRESENT: City Clerk Rappe, City Engineer Theobald, City Attorney Melanie Leth, Liza Donabauer, Kimberly Smith, Everett Paulson, Candy McKern, Josiah Duit, Trevor Strain, Ethan Greene, Makayla Chesney, Jami Stoutenburg, Tim O’Morro and David Dubbels

PLEDGE OF ALLIANCE

APPROVE AGENDA

Remove F.1.a South Fork CUP

Remove F.1.b South Fork Development Agreement

Remove F.1.c South Fork Final Plat

Motion to Approve the Agenda as Amended made by Councilperson Burton, second by Councilperson Zelinske with All Voting Aye.

CONSENT AGENDA

Minutes from October 9, 2019

Claims processed after the October 9, 2019 regular meeting, as audited for payment in the amount of \$275,709.55

Resolution Certifying Delinquent Claims to County Auditor

Resolution #10.4-19

***Resolution Certifying Delinquent Claims To The County Auditor
(on file)***

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

VISITORS TO THE COUNCIL

Liza Donabauer, David Drown and Assoc – Selection of Finalists

Ms. Donabauer stated that at this point the names and identities are confidential, please refer to their numbers. Ms. Donabauer addressed the public stating the hiring process and how it has been handled to this point. Ms. Donabauer handed out ballots for the council to write the numbers of their top three candidates. She suggested choosing 3-6 candidates for interviews. The ballots tallied as follows; 7,6,9 – 6,5,2 – 3,1,10 – 7,5,8 – 6,8,2. There are 5 candidates with top votes. The council would like to invite the five for interviews. The Council decided not to pay travel expenses. Ms. Donabauer will have interview questions and informed the Council that if they have questions please give them to her ahead of time, and the Council must ask the same questions to each

candidate. Ms. Donbauer does all background checks and references. The Council decided to schedule November 13 to have the candidates take a City tour, a community meet and greet, the Chamber meeting and then interviews.

Motion to Invite the Top 5 Candidates to Interview on November 13 made by Councilperson Egger, second by Councilperson Zelinske with all voting Aye.

Names are public as of now that they made a list.

MAYOR'S REPORT

November 13 is the next council meeting and interviews.

Mayor McKern stated that there are no new updates and that they are still working on the projects that have been started. City Engineer Theobald stated that there should be something rolling out soon. Mayor McKern has talked with Karen Ducharme of SEMMCHRA and they are expecting news by November 4.

PUBLIC FORUM

PUBLIC HEARING

COMMITTEE REPORT

OLD BUSINESS

NEW BUSINESS

ADMINISTRATORS REPORT

ENGINEER'S REPORT

City Engineer Theobald went through his list of items all regarding extending 16th St to the West to County 21 and adding a roundabout on Hwy 57. The Feasibility Report sets out the schedules. Schedule 1 is the roundabout. Schedule 2 and 3 are in extension of 16th St to the west and schedule 4 provides some access to adjacent properties and schedule 5 is for the sanitary sewer system for the properties that are not currently on the City sewer system. The cost of schedule 1 is \$2M, schedule 2 and 3 will cost \$2m. Total project cost of \$4M. They are projecting construction costs out to 2023. \$1.3M would come from MnDOT for the roundabout and \$2.7 would have to come from MSAS funds. We can borrow up to 5 years ahead with MSAS. There is a trail planned along the 16th St NW extension and 16th St NW would be a narrower street, they are not planning for parking on that street.

TH 57- 16th Street Roundabout and 16th Street NW Extension

D6 Solicitation FY 2022-2023 Local Partnership

RESOLUTION AUTHORIZING SUBMITTAL OF A GRANT APPLICATION FOR THE LOCAL PARTNERSHIP PROGRAM (LPP)

Motion to Approve the Resolution made by Councilperson Ferris, second by Councilperson Egger with All Voting Aye.

Resolution #10.5-19

***A Resolution Authorizing Submittal of a Grant Application For The Local Partnership Program (LLP) for TH 57 and 16th St Roundabout and 16th St NW Extension
(on file)***

Letter Requesting LPP Funding

Functional Classification Map

Regional Transportation Map

Feasibility Report 16th Street NW
ICE Report TH 57 – 16th ST

PERSONNEL

Memo from Chief Berghuis – Mayor McKern stated that this is for your information to bring to budget.

ATTORNEY

Closed Sessions for Wilker Litigation and 2017 Special Assessment Litigation

Closed at 6:31PM

Opened at 6:48PM Council received an update on both cases from Attorney Leth.

CORRESPONDENCE

Correspondence was reviewed.

Councilperson Egger stated that there is a SEMLM meeting October 30 in Spring Valley.

ADJOURN 6:49PM

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

ATTEST:

Linda Rappe, City Clerk

Chris McKern, Mayor