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**KASSON CITY COUNCIL REGULAR MEETING MINUTES
April 10, 2019**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 10th day of April, 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 Administrator Coleman, City Clerk Rappe, City Engineer Theobald, Police Chief Kent Berghuis, Finance Director Nancy Zaworski, Mike Marti, Aaron and Sonya Thompson, Everett Paulson and Doug Buck

PLEDGE OF ALLIEGENCE

APPROVE AGENDA

Add: A.2.f Resolution accepting donations to Police K-9 program.

Remove : L.1 Attorney Closed Session

Motion by Councilperson Egger, second by Councilperson Ferris to Approve the Amended Agenda. All Ayes.

CONSENT AGENDA

Minutes from March 13, 2019

Minutes from March 27, 2019

Claims processed after the March 13, 2019 regular meeting, as audited for payment in the amount of \$217,172.49

Conferences:

Jeremy Casey MMUA Competent Person Marshall, MN May 1-2 \$225 + travel

Resolution Certifying Delinquent Fire Calls to the County Auditor

Resolution #4.1-19

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

Resolution Accepting donations to the Police K-9 program

Resolution #4.2-19

***Resolution Accepting Donations to Kasson PD K-9 Program
(on file)***

Motion to Approve the Consent Agenda with the Correction to the Resolution for the Donation to the K-9 Program from Roger and Sheila Freerksen making a donation of \$100.00, made by Councilperson Burton, second by Councilperson Zelinske with All Voting Aye.

VISITORS TO THE COUNCIL

Jason Boynton – Smith-Schafer & Assoc, 2018 Audit Review - Mr. Boynton gave an overview of the audit and the City has an unmodified “clean” opinion for 2018. The unassigned General Fund balance equals 54% of the total expenditures of the General Fund. All payments are being made timely on all debt. The Liquor Fund continues to show consistent operating results and has increased its cash reserves.

PUBLIC FORUM

A request to speak was received from Aaron and Sonya Thompson and they deferred to speak during the Committee reports.

PUBLIC HEARING - None

COMMITTEE REPORT

Thompson Final Plat Resolution – Aaron and Sonya Thompson – 504 16th St NE spoke on behalf of their development. Mr. Thompson asked to discuss his concerns with items #10, 11 and 12 on the Engineer’s Review Letter as well as notations on the plans to cap and sleeve existing services. Engineer Theobald stated that these recommendations came from the staff review that was held with the Public Works Director and utility supervisors. The Council was in consensus to remove #10 since the Fire Chief is alright with a 16 foot drive. Councilperson Zelinske doesn’t think there is an advantage of boring. The Council consensus is to remove #11. Engineer Theobald stated that having the water and sewer lines 10 feet apart is code from the health department. The Council consensus on #12 is to approve with condition that Engineer Theobald check with the health department in regard to exceptions. Engineer Theobald stated that the existing service is at least a 30 year old; the requirement is looking out for future issues and problems for the homeowners. Councilperson Zelinske asked about abandoning it at the curb stop for now instead of cutting into 16th St. Theobald stated that we could but then the city is on the hook for paying for it when it has to be abandoned at the main. Councilperson Burton stated that it makes sense not to tear up the street. Consensus is that the existing sewer and water service will be abandoned at the curb stop.

Motion to Approve the Resolution with Changes to allow a 16 foot drive, and remove the boring under 16th St suggestion and there will be a detour, Engineer Theobald will check with health department about the 10 foot separation and the existing water line will be abandoned at the curb stop when it comes time to build on lot one of block one made by Councilperson Zelinske, second by Councilperson Burton with All Voting Aye.

Resolution #4.3-19

*Resolution Approving Thompson Final Plat
(on file)*

Stone Ridge Second Addition Final Plat Resolution – Planning Commission recommended for approval. Councilperson Burton stated that an agreement for storm water has been made with Schuette. **Motion to Approve the Final Plat for Stone Ridge Second Addition made by Councilperson Egger, second by Councilperson Ferris with All Voting Aye.**

Resolution #4.4-19

*Resolution Approving Stone Ridge Second Final Plat
(on file)*

EDA – Dodge County Housing Study Presentation – This is informational. Dodge County will be holding a public hearing on April 17 at 4:30 at the Government Services Building.

EDA – Executive Summary – For your review

OLD BUSINESS

NEW BUSINESS

Policy Adoption - Cemetery – this was updated to clarify no pets and the burial of cremains.

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

Resolution for Safe Routes to School Demonstration Project – Administrator Coleman stated that the Kasson Safe Routes to School was selected as a demonstration project to show how it will work. MnDOT is offering \$5k for materials and our Public Works Department would provide the labor. Hopefully this will be done before the end of the school year this year. **Motion to Approve the**

Resolution made by Councilperson Burton, second by Councilperson Egger with All Voting Aye.

Resolution #4.5-19

*Resolution Approving Safe Routes to School Demonstration Project
(on file)*

Landscape partnership Agreement (including resolution) – Coleman stated that this is the landscaping along highway 14 where Kasson Car Care is, this will not obscure their sign. **Motion to Approve the Agreement made by Mayor McKern, second by Councilperson Ferris with All Voting Aye.**

MAYOR'S REPORT

Motion to Approve the Audit – Councilperson Burton asked about the ice arena, Finance Director Zaworski stated that is treated differently because of the relationship. **Motion to Approve the Audit as Presented made by Councilperson Egger, second by Councilperson Zelinske with All Voting Aye.**

Invitation from school for the annual appreciation breakfast April 25 at High School Commons at 6:45AM.

ADMINISTRATORS REPORT

Sanitary Sewer Extension Application – Mantorville would like to add some new services and the services are on the other side of the meter so these would need to be metered separately. **Motion to Approve the Agreement made by Councilperson Zelinske, second by Councilperson Burton with All Voting Aye.**

Administrative Fee added to Unpaid Utilities – Coleman stated that at a previous meeting a resolution was passed to certify delinquent utilities. The landlords had questions and they want to know if they pay by the end of the year will we subtract the administrative fee. **Motion to waive the administrative fee if they are paid by the end of the year, made by Councilperson Burton, second by Councilperson Ferris with All Voting Aye.**

Tax Abatement Project - Resolution - Calling the Public Hearing – **Motion to Approve the Resolution calling for a public hearing made by Councilperson Burton, second by Councilperson Egger with All Voting Aye.**

Resolution #4.6-19

***Resolution Setting Date for a Public Hearing on the Approval of a Tax Abatement for the Purpose of Assisting Bigelow-Voigt Land Development LLC
(on file)***

Dodge County Complete Count Committee – Coleman stated that County Administrator, Jim Elmquist, will be forming a countywide complete count committee.

Building Permit Fees – Coleman stated that the math has been corrected. **Motion to Approve made by Councilperson Ferris, second by Councilperson Egger with All Voting Aye.**

Small Cell Wireless – Coleman stated that this is a policy rather than an ordinance. **Motion to Approve the Policy made by Mayor McKern, second by Councilperson Zelinske with All Voting Aye.**

ENGINEER’S REPORT

PERSONNEL

Memo to Hire PT Police Officer – **Motion to hire the second part time officer Craig Helgeson made by Councilperson Zelinske, second by Councilperson Ferris with All Voting Aye.**

ATTORNEY

CORRESPONDENCE

Correspondence was reviewed

ADJOURN 7:19PM

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

ATTEST:

Linda Rappe, City Clerk

Chris McKern, Mayor