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**KASSON CITY COUNCIL REGULAR MEETING MINUTES
June 12, 2019**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 12th day of June, 2019 at 6:00 P.M.

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

THE FOLLOWING MEMBERS WERE ABSENT: Ferris

THE FOLLOWING WERE ALSO PRESENT: City Administrator Coleman, City Clerk Rappe, City Attorney Leth, City Engineer Theobald, Finance Director Nancy Zaworski, Everett Paulson, Candy McKern, Tony Bigelow, Karen DuCharme, Buffy Beranek, Tom Monson, Nicole and Mike Marti and Judy Zelinske

PLEDGE OF ALLIEGENCE

APPROVE AGENDA

Remove: E.2 Rezone and CUP

Add: K.4 Hiring Library Assistant – David Greenfield

Move K.1 to closed session

Councilperson Burton would like to be added to public forum

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

CONSENT AGENDA

Minutes from May 22, 2019

Claims processed after the May 22, 2019 regular meeting, as audited for payment in the amount of 657,496.75

Evaluation:

Pat Shafer-Gottschalk

Circulation Technician

At Top of Scale

Acknowledgement of Committee Minutes:

EDA May 7, 2019

Pay Estimate #6

Swenke Ims

So. Mant Ave Improvments

\$28,258.11

Resolution Writing Off Delinquent Accounts Past Statute of Limitations

Resolution #6.1-19

***Resolution Writing Off Delinquent Accounts Past Statute of Limitations
(on file)***

Pay Estimate #16

SL Contracting

2017 Street Assessment Project

\$245,559.84

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

VISITORS TO THE COUNCIL

SEMCCHRA

Small Cities Development Grant – The City was awarded funding in the amount of \$517,000 from Department of Housing and Urban Development and SEMCCHRA is in the process of putting together an implementation plan.

Approve Post Grant Administrative Process – Ms. DuCharme stated that this is to give the mayor the power to approve the MIF funds. The City needs to expend all of the MIF funds first before we can spend the new money. **Motion to Approve the Resolution Authorizing the Mayor to Execute an Administrative Contract with the Southeastern MN Multi-County Housing and Redevelopment Authority made by Councilperson Zelinske, second by Councilperson Burton with All Voting Aye.**

Resolution #6.2-19

*Resolution Authorizing the City of Kasson Mayor To Execute an Administrative Contract with The Southeastern Minnesota Multi-County Housing & Redevelopment Authority
(on file)*

Request Public Hearing regarding – Official HRA – Ms. DuCharme stated that there is no cost to start and the costs are determined on a project by project basis. This is a public hearing to establish SEMCCHRA as the City’s HRA. **Motion to Approve the Resolution Setting the Public Hearing for July 10 made by Mayor Mckern, second by Councilperson Egger with All Voting Aye.**

Resolution #6.3-19

*Resolution by the Kasson City Council Setting a Date for a Public hearing to Authorize and Establish the Southeastern MN Multi-County Housing and Redevelopment Authority as the Housing and Redevelopment Authority in and for the City of Kasson.
(on file)*

PUBLIC FORUM

Input cards submitted by Mike Marti and Tom Monson – they will be allowed to talk during the portion of the meeting pertaining to their subject.

Councilperson Burton stated that his name and phone number was hijacked by a robo caller following the hail storm last Tuesday. Fact 1 - he does not own or is employed by a construction company that does home repairs; 2 – As a representative of the City of Kasson, he cannot and will not endorse any company who does home repairs, and he would not ask anyone on his behalf to take any of these endorsements, he will only encourage people to buy local; 3 – He and his wife are not expecting a baby and are extremely happy being grandparents.

PUBLIC FORUM

PUBLIC HEARING

COMMITTEE REPORT

EDA – calling a public hearing for new Business Subsidy Agreement – Motion to Approve Calling a Public Hearing for an Amendment to the Business Subsidy Criteria Policy made by Councilperson Egger, second by Councilperson Burton with All Voting Aye.

Planning Commission – Final Plat for Prairie Willows 4 – it has been more than a year since this was approved and it was not recorded so another public hearing was held on Monday at the Planning Commission meeting. **Motion to Approve the Final Plat for Prairie Willow Estates Fourth made by Councilperson Burton, second by Councilperson Zelinske with All Voting Aye.**

Resolution #6.4-19

***Resolution Approving the Final Plat for Prairie Willow Estates Fourth
(on file)***

OLD BUSINESS

NEW BUSINESS

MAYOR’S REPORT

ADMINISTRATORS REPORT

MN Energy Resources Agreement – Administrator Coleman stated that this is preliminary. MN Energy Resources want to do automated meter readings. They want to put their meter reading devices on two poles in the City but we don’t have a pole in one of their desired locations. Once they identify locations, this will come back to the Council. MN Energy Resources will pay the pole rental of \$10 per pole and for metered electricity.

ENGINEER’S REPORT

E Main Street Storm Sewer – Engineer Theobald stated the project includes storm sewer from the fire station running straight east along the north side of the railroad tracks to the creek. The bids were let on June 6th, and the lowest bid is over the engineer’s estimated amount by \$187,076. Theobald believes that this is the lowest cost that we are going to get. Mayor McKern asked if there are adequate funds to pay for this. Finance Director Zaworski stated there are and we have been anticipating this cost.

Resolution Awarding East main Street Storm Sewer Project – **Motion to Approve the Resolution Awarding and Approving East Main Street Storm Sewer Improvements Bid made by Mayor McKern, second by Councilperson Zelinske with All Voting Aye.**

Resolution #6.5-19

***Resolution Awarding and Approving E Main Street Storm Sewer Improvements Bid
(on file)***

Certificate of Acceptance - Blaine’s 11th – This is part of the development process and the development agreement. The Certificate starts the 1 year warranty period. **Motion to Accept the Certificate of Acceptance for Blaine’s 11th made by Councilperson Burton, second by Councilperson Egler with All Voting Aye.**

Certificate of Acceptance - Houston’s 1st – In addition to the Certificate of Acceptance, there are two other items included; the settlement release for a thinner walled pipe than what was proposed and as part of the development agreement, and the City agreed to reimburse the developer to provide water main upsizing from 8” to 12”. **Motion to Accept the Certificate of Acceptance for Houston’s 1st including the attachments made by Councilperson Zelinske, second by Councilperson Burton with All Voting Aye.**

PERSONNEL

Personnel Committee Update – moved to closed session.

Update from Emergency Service Committee Meeting – Councilperson Zelinske gave a brief synopsis of the kickoff meeting of the Emergency Services Committee. They talked about the fire hall and police brought up wanting to hire more officers. The next meeting is July 3.

Mikel Harding Resignation – PT Police Officer – Motion to Accept the Resignation made by Councilperson Burton, second by Councilperson Egger with All Voting Aye.

Library Assistant – David Greenfield – Motion to Approve the Library Board’s Recommendation of Hiring David Greenfield at Grade 3, Step 2, \$16.63 per hour made by Mayor McKern, Second by Councilperson Burton with All Voting Aye.

ATTORNEY

Escrow Agreement for Stone Ridge 2nd – Attorney Leth stated that the development agreement calls for a letter of credit and Mike Marti is asking for an escrow account. The City Attorney is concerned that, if the lender is going to hang onto those funds, the agreement needs to allow the City access to those funds. Engineer Theobald has concerns of a short turnaround of 3 business days for City approval. Attorney Leth stated that the City had been approached about accepting a performance bond; which presents a difficulty for the City, as well. Tom Monson, representing Citizens State Bank, stated the main concern is the issue of safety and soundness. The bank is allowed to release funds based on the current value of collateral at that time; the collateral value increases as the project proceeds. After further discussion the Attorney, Engineer, Mr. Marti and Mr. Monson reached an understanding. The matter will be brought back to a future meeting.

Closed session for Litigation and Real Estate Update and Personnel

Closed at 6:56PM

Opened again at 7:30PM

Summary – The Attorney gave a litigation update and there is no further action at this time. There was discussion on the old library building. There was discussion with the personnel committee to clarify some terms in the union contract with the City Attorney.

CORRESPONDENCE

Correspondence was reviewed.

ADJOURN 7:31PM

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