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**KASSON CITY COUNCIL REGULAR MEETING MINUTES
September 25, 2019**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 25th day of September, 2019 at 6:00 P.M.

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

THE FOLLOWING MEMBERS WERE ABSENT: Zelinske

THE FOLLOWING WERE ALSO PRESENT: Interim- Administrator Zaworski, City Clerk Rappe, City Engineer Theobald, City Attorney Melanie Leth, Public Works Director Bradford, Kim Smith, Everett Paulson, Scott Stroh, Gabriel Domask, and Justin Hasse

PLEDGE OF ALLIANCE

APPROVE AGENDA

Add: M3 Correspondence Dodge County Planning Public Hearing Notice

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

CONSENT AGENDA

Minutes from September 11, 2019

Claims processed after the September 11, 2019 regular meeting, as audited for payment in the amount of \$1,222,018.43

Acknowledge Committee Minutes:

Planning Commission Draft 9-9-19

MMUA 2019-2020 Safety Mgmt Program Contract

Evaluations:

Jeff Ulve	Water/Wastewater Operator	Effective 5/9/2019 At Top of Scale
Steve Burke	Public Works Streets Worker	Effective 9/22/2019 From Grade 7 Step 6 (\$24.78) to Grade 7 Step 7 (\$25.59)
Mike Bolster	Ice Arena/Parks Worker	Effective 6/26/2019 At Top of Scale

Councilperson Burton suggested changing the minutes to replace the word cameraed with televised in the Mayor's Report.

Motion to Approve the Consent Agenda with the Correction to the September 11 minutes made by Councilperson Burton, second by Councilperson Egger with All Voting Aye.

VISITORS TO THE COUNCIL

MAYOR'S REPORT

Interim Administrator Zaworski wanted to know if we wanted to get together early at an October meeting to have a budget discussion. The Council decided that October 23 will be work to start early at 5:15PM.

Administrator search update, they have 18 applicants so far and there could be 19. It closes on Thursday September 26.

There was a meeting last Thursday with public works and the other engineers on the I & I. We are still moving forward.

PUBLIC FORUM

PUBLIC HEARING

Liquor Ordinance Update

We found this inconsistency when Casey's applied for a liquor license and we were advised by the City Attorney to clean up the language.

PH Opened

No comments

PH Closed

Motion to Approve Updated Ordinance made by Councilperson Egler, second by Councilperson Burton with All Voting Aye.

COMMITTEE REPORT

Planning Commission

Resolution for Stroh Conditional Use Permit for Home Brewery – Planning Commission held the public hearing and recommended approval. Councilperson Burton referred to the minutes and resolution.

Motion to Approve the Conditional Use Permit for Home Brewer made by Councilperson Ferris, second by Councilperson Burton with All Voting Aye.

Resolution #9.2-19

***Resolution Approving a Conditional Use Permit to Allow for a Small Brewer at 601 3rd Ave NW, Kasson, MN
(on file)***

Resolution for South Fork 3rd Preliminary Plat – The Planning Commission recommended approval of the preliminary plat and held the public hearing. Mayor McKern stated that we had infrastructure problems before in the other sections of South Fork. Councilperson Burton stated that they have to meet city standards for infrastructure to do this project. Councilperson Egler asked about the roads. Engineer Theobald stated that the streets will be private, the thickness of the road will be city standards but they are part of the planned unit development. **Motion to Approve the Preliminary Plat made by Councilperson Burton, second by Councilperson Egler with All Voting Aye.**

Resolution #9.3-19

***Resolution Approving the Preliminary Plat of South Fork Third Subdivision
(on file)***

OLD BUSINESS

NEW BUSINESS

ADMINISTRATORS REPORT

Sign Approval for 16 1st Ave NW – Interim Administrator Zaworski stated that the tenants would like to put a sign on the building and as the owner we need to approve it. This sign is part of the EDA façade improvement. **Motion to Approve made by Mayor McKern, second by Councilperson Ferris with All Voting Aye.**

2017 Street Construction Deferral – Zaworski is asking for approval of one deferral. Deferral requests must be renewed each fall. **Motion by Councilperson Burton, second by Councilperson Ferris with All Voting Aye to grant the one deferral.**

Insurance Agent of Record – Zaworski stated that this is for the City insurance, we bid it out in 2015 for a 3 year contract. North Risk Partners and they agreed to continue to be our agent at the same price last year. This year they would have a 5% increase and she feels this is competitive. Council feels it should be put out to bid.

SEMMCHRA Update – Zaworski stated that there are 20 projects for the Small Cities Development Grant. Another 6 or 7 outside the targeted area that will use the internal dollars that were reclassified. Seven applications for flood assistance, 4 that are closing shortly and 3 that are pending. Citizens have until October 30 to apply.

ENGINEER’S REPORT

16th St Improvements paving 16th St to County 15 . Engineer Theobald stated that the City has the \$1,000,000 grant from MnDOT. Bids came in under budget. The contractor is planning on starting October 7 with a lot of the grading this fall and paving in the spring.

Bid Tabulation

Resolution Awarding 16th Street NE improvements – **Motion to Award and Approving S.A.P. 240-109-001 16th Street NE Improvements Bid made by Councilperson Egler, second by Councilperson Burton with All Voting Aye.**

Resolution #9.4-19

A Resolution Awarding and Approving S.A.P. 240-109-001 16th St NE Improvements Bid (on file)

Resolution Approve MnDOT LRIP Grant Agreement – no action

MnDOT LRIP Grant Agreement – no action

PERSONNEL

Resignation of Part Time Police Officer Michelle Clements – **Motion to Accept Clements Resignation made by Councilperson Burton, second by Councilperson Egler with All Voting Aye.**
The Council thanked her for her service.

Promotion - Jeff Ulve From Water/Wastewater Operator I (Grade 8 Step 7 \$27.41) to Water/Wastewater Operator II (Grade 9 Step 5 \$27.48) Effective 7/9/2019 – The Public Works Director recommended the Promotion effective July 9, 2019. The Mayor is recommending advancing him to Grade 9 step 6 \$28.37. **Motion to Approve the Promotion to Wastewater**

Operator II at Grade 9 Step 6 \$28.37ph made by Councilperson Burton, second by Councilperson Ferris with All Voting Aye.

Electric Lineworker Hires – Interim Administrator Zaworski stated we received 7 or 8 applications. Public Works Director Bradford, Electric Supervisor Nelson and herself interviewed three. This committee is recommending hiring a lineworker and an apprentice lineworker. **Motion made by Councilperson Egger, second by Councilperson Burton to Accept the Committee's recommendation with All Voting Aye.**

ATTORNEY

Closed Sessions for Wilker Litigation and 2017 Special Assessment Litigation

Closed at 6:22PM

Opened at 6:51PM

Attorney Leth updated the Council on the Wilker litigation.

Update on 2017 Special Assessment litigation on the Thompson challenge the court upheld the full amount of the assessments in favor of the City and the attorney costs.

CORRESPONDENCE

Correspondence was reviewed.

ADJOURN 6:52PM

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

ATTEST:

Linda Rappe, City Clerk

Chris McKern, Mayor