

**KASSON CITY COUNCIL REGULAR MEETING MINUTES**  
**March 14, 2012**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 14<sup>th</sup> day of March at 6:00 p.m.

**THE FOLLOWING MEMBERS WERE PRESENT:** Hopkins, Marti, Nelson, Tjosaas, Torkelson.

**THE FOLLOWING MEMBERS WERE ABSENT:** None.

**THE FOLLOWING WERE ALSO PRESENT:** City Administrator Lenth, Admin Assist Benfield, Neil Britton, Earlene King, Jeff Stevenson, Randy Carlsen.

Mayor Tjosaas presided over the meeting.

**COUNCIL**

**Agenda:** Motion by Nelson and second by Marti, with all voting aye, to approve the March 14, 2012 agenda with the following amendment:

Add:            K.3.            Rick Hawkins, KFD, Change from LOA to Retirement

**Consent Agenda:** Motion by Torkelson and second by Hopkins to approve the March 14, 2012 consent items. Ayes: Hopkins, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

1.     **Minutes:** Approved the February 22, 2012 regular meeting minutes.
  
2.     **Claims:** Approved all claims processed after the February 22, 2012 regular meeting, as audited for payment in the amount of \$284,540.08.
  
3.     **Acknowledgement of Committee and Meeting Minutes:** Acknowledged the following committee/meeting minutes for:
  - a.     Park Board     - 02/17/12
  
4.     **Conferences/Training:** Acknowledged the following employee training/conference attendance for:
  - a.     N. Zaworski            IMA Annual Conf            4/26-27            Bloomington
  
5.     **Approve Refuse Hauler Licenses:** Approved the following refuse hauler licenses for:
  - a.     Alli Rolloff, Inc.
  - b.     Green Planet Disposal, Inc.
  - c.     Waste Management of Rochester

**PUBLIC FORUM:** Jeff Stevenson, former mayor residing at 2206 13<sup>th</sup> Avenue NE, appeared before the council with three items. 1) Accountability. Stevenson commented on the 2011 budget overrun, stating only his City taxes increased. It was pointed out that reasons for the unanticipated increase in the budget included the library study, pool study, improvements to the road in front of the Police Department and the increase in part-time employee hours in the Police Department due to work comp and sick leave. 2) 16<sup>th</sup> Street NE. He questioned when 16<sup>th</sup> Street NE would be paved and was told work will begin this summer. 3) Length of council meetings. Stevenson questioned the “short” meetings the council has had and feels a city this size would have many issues and should have more questions and discussions on subjects. He was informed that many times there are open committee meetings and department head meetings where discussion takes place prior to the council meeting. Email has also become an important tool for communications in recent years.

### **COMMITTEE REPORTS**

1. **Electric Committee:** The City is considering the creation of a solar energy park to supplement its electrical power generation. Widseth Smith Nolting submitted a proposal to complete a solar park feasibility study for a fee of \$3,750.
  - a. **Approve Feasibility Study for Energy Park:** Motion by Marti and second by Hopkins, with all voting aye, approving Widseth Smith Nolting to complete a feasibility study for a solar energy park at a cost of \$3,750.

### **MAYOR’S REPORT**

1. **Committee/Board Appointment:** Mayor Tjosaas appointed Roger Franke to the Park Board for a 3-year term.
2. **Strategic Planning Session – 4:00 p.m. April 4 at Daniel’s:** The Strategic Planning Session is scheduled for April 4<sup>th</sup> at 4:00 p.m. at Daniel’s Restaurant. The canvassing of election results will also be presented.
3. **Reminder of Pool Open Houses:** Mayor Tjosaas noted that open houses regarding the proposed aquatic center will be held on Thursday, March 15 from 6:30-8:00 pm and Saturday, March 17 from 10:00-11:30 am.
4. **Invitation:** The City received an invitation to the Dodge County EDA scheduled for March 28<sup>th</sup>. The mayor did inform the county that the City of Kasson’s city council meeting is also scheduled on that date.

### **CLERK-ADMINISTRATOR’S REPORT**

1. **Fair Booth:** City Administrator reported that the City is planning on having a booth at the Dodge County Fair this year. Council members are invited to participate.

**ENGINEER'S REPORT**

1. **Wastewater Treatment Plant Update:** Neil Britton, WSN, reported that a meeting will be held with the City of Mantorville on Tuesday, March 20<sup>th</sup> to continue discussion regarding the possibility of hooking into the City of Kasson's wastewater treatment plant. Britton said there are options for increasing the plant's capacity such as building a larger holding pond or adding another clarifier at an estimated cost of \$900,000.
2. **16<sup>th</sup> Street NE:** The state is currently reviewing the 16<sup>th</sup> Street NE plan information. It is anticipated that the bid opening will be held in May with construction beginning in June.

**PERSONNEL**

1. **Carl Skime Retirement:** Motion by Nelson and second by Torkelson, with all voting aye, to accept, with appreciation and thanks, the retirement of WW Supervisor Carl Skime effective March 30, 2012.
2. **Rick Hawkins, KFD, Change from LOA to Retirement:** Motion by Hopkins and second by Marti, with all voting aye, to approve the change from Leave of Absence to retirement for Rick Hawkins, Kasson Fire Department.

**CORRESPONDENCE:** The following correspondence was reviewed:

1. **HomeServe Promotion:** A memo has been sent from HomeServe to some residents in the City soliciting their participation in a water service line insurance coverage. It was brought to the council members' attention in case they receive calls or questions regarding this solicitation.
2. **Brandli Note to Mayor & Council:** This is a note of appreciation for the work done by the council and mayor regarding the Old Elementary School.
3. Safety & Loss Control Workshop – April 24, Rochester Civic Center

**PERSONNEL**

1. **City Administrator Review:** The meeting was closed at 6:26 p.m. for the performance evaluation of City Administrator Randy Lenth. The meeting was re-opened at 6:37 p.m.  
**Outcome:** Administrator Lenth received a very positive review. Members thanked him for doing a great job.

**ADJOURN:** The meeting was adjourned at 6:38 p.m.

**ATTEST:**

---

Randy D. Lenth, City Administrator

---

Tim Tjosaas, Mayor

