

**KASSON CITY COUNCIL MINUTES**  
**June 8, 2011**

Pursuant to due call and notice thereof, a City Council meeting was held at City Hall on the 8<sup>th</sup> day of June, 2011 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, Community Dev Director Martin, Finance Director Zaworski, Neil Britton, Gretta Becay, Ginny Tobiason, Helen Leqve, Ruth Stevens, Lorraine Spading, Diane O'Brien-Berge, Randy Carlsen.

Mayor Tjosaas presided over the meeting.

**COUNCIL**

**Agenda:** Motion by Nelson and second by Marti, with all voting aye, to approve the June 8, 2011 agenda with the following amendments:

Add:	A.2.e.1.	J. Hanson/J. Reding	USDEA Trng	7/11-22	St. Paul
	A.2.g.	"Amended" Resolution Certifying Delinquent Claims to County Auditor			
	E.1.	Admin Committee			
	E.1.a.	Long Term Disability			
	J.3.	Authorize Ad for WWTP Outfall Line Project			
	K.1.	Add "Grade 11"			

**Consent Agenda:** Motion by Marti and second by Nelson to approve the June 8, 2011 consent items. Ayes: Hopkins, Marti, Nelson, Tjosaas. Nays: None. Abstain: Torkelson (Abstention applies to the Claims portion of the Consent Agenda due to submission of claim from Stone by Stone Plus, LLC)

1. **Minutes:** Approved the May 25, 2011 regular meeting minutes as submitted.
2. **Claims:** Approved all claims processed after the May 25, 2011 regular meeting, as audited for payment in the amount of \$154,886.70.
3. **Conferences/Training:** Acknowledged the following employee training/conference attendance for:
  - a. J. Hanson/J. Reding USDEA Training 7/11-22 St. Paul
4. **Amended Resolution Certifying Delinquent Claims to the County Auditor:** As part of the consent agenda, the resolution certifying delinquent claims to the County Auditor was adopted. Ayes: Hopkins, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

**Resolution #6.1-11**  
**Resolution Certifying Delinquent Claims to the County Auditor**  
**(on file)**

5. **Appoint Matt Nelson as Planning Commission Chair**: Approved the appointment of Matt Nelson as the Planning Commission Chair.

### **COMMITTEE REPORTS**

1. **Administrative Committee**

- a. **Long Term Disability**: The City is considering a change to the short term disability benefit and adding long term disability. Currently, the short term disability begins the day of an accident or after seven days if the employee is sick. The short term disability policy that is being considered would start 14 days (10 business days) after an accident or illness. With the savings from that, the new policy would be for long term disability to begin after 90 days at no cost to the employee. Employees would give up one day of sick leave per year. Savings for the City would be approximately \$1600 per year. Both Unions have been updated.

### **OLD BUSINESS**

1. **Development Agreement by and between City of Kasson, County of Dodge, Independent School District #204 and Greenway Grain & Feed LLC**: This is the standard development agreement which defines responsibilities of each of the parties, how the finances flow and the requirements for Greenway Grain and Feed LLC in order to qualify. Motion by Torkelson and second by Hopkins, with all voting aye, to approve the development agreement by and between the City of Kasson, County of Dodge, Independent School District #204 and Greenway Grain & Feed LLC.
2. **Subsidy Agreement by and between City of Kasson, County of Dodge, Independent School District #204 and Greenway Grain & Feed LLC**: The subsidy agreement states that Greenway Grain & Feed LLC will create two full-time positions paying not less than \$10.00 per hour within two years of the project's completion date. Motion by Marti and second by Nelson, with all voting aye, to approve the subsidy agreement by and between the City of Kasson, County of Dodge, Independent School District #204 and Greenway Grain & Feed LLC.
3. **Resolution Correcting Parcel Numbers for Greenway Cooperative Services Project (2011 Cooperative Tax Abatement)**: This resolution specifically identifies the parcels used for calculating the tax abatement for Greenway Cooperative Services. The property originally identified by Greenway Cooperative Services did not indicate the project's actual location sufficiently. Motion by Nelson and second by Torkelson to adopt the resolution correcting the parcel numbers for Greenway Cooperative Services project (2011 Cooperative Tax Abatement). Ayes: Hopkins, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

#### **Resolution #6.2-11**

**Resolution Correcting Parcel Numbers for Greenway Cooperative Services Project  
(2011 Cooperative Tax Abatement)  
(on file)**

### **MAYOR'S REPORT**

1. **“Meet the Mayor”**: Mayor Tjosaas will be holding a “Meet the Mayor” session on Saturday, June 11<sup>th</sup> from 8:00 am – 9:00 am at the Gazebo in Veterans Memorial Park.

**CLERK-ADMINISTRATOR'S REPORT**

1. **COPS Grant**: The COPS grant, if approved, would pay for an additional police officer for three years. The City would be responsible for the fourth year. After the fourth year there are no other responsibilities. If approved for the grant money, the subject will be brought to the council to accept the money.

**ENGINEER'S REPORT**

1. **Resolution Revoking Municipal State Aid Streets (Revised)**: This resolution revoking Municipal State Aid Streets does not list numbers and lengths of the streets. Motion by Hopkins and second by Marti to adopt the resolution revoking Municipal State Aid Streets (Revised). Ayes: Hopkins, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

**Resolution #6.3-11  
Resolution Revoking Municipal State Aid Streets (Revised)  
(on file)**

2. **Resolution Establishing Municipal State Aid Streets (Revised)**: This revised resolution does not contain lengths of the established Municipal State Aid Streets. Motion by Hopkins and second by Torkelson to adopt the resolution establishing Municipal State Aid Streets (Revised). Ayes: Hopkins, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

**Resolution #6.4-11  
Resolution Establishing Municipal State Aid Streets (Revised)  
(on file)**

3. **Authorize Ad for WWTP Outfall Line Project**: Neil Britton, WSN, reviewed the schedule for the WWTP outfall line project. Motion by Nelson and second by Marti, with all voting aye, to approve authorizing the ad for bids for the WWTP outfall line project. This is a Best Value project.
4. **Progress Report**: Britton presented a progress report on the Dodge County Ice Arena parking lot, the sanitary sewer outfall line and 16<sup>th</sup> Street NE.

**PERSONNEL**

1. **Approve Hiring Jesse Reding as Investigator – Grade 11**: Motion by Hopkins and second by Marti, with all voting aye, to approve hiring Jesse Reding as the Police Department Investigator, a Grade 11 position.

**ADJOURN**: The meeting was adjourned at 6:24 p.m.

**ATTEST:**

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Randy D. Lenth, City Administrator

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Tim Tjosaas, Mayor