

KASSON CITY COUNCIL REGULAR MEETING MINUTES
September 28, 2011

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 28th day of September, 2011 at 6:00 p.m.

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

THE FOLLOWING MEMBERS WERE ABSENT: Torkelson.

THE FOLLOWING WERE ALSO PRESENT: City Administrator Lenth, Admin Assist Benfield, Community Dev Director Martin, Neil Britton, Rich Miller, Gretta Becay, Fred & Lorraine Spading, Bruce Prescher, Randy Carlsen.

Mayor Tjosaas presided over the meeting.

COUNCIL

Agenda: Motion by Nelson and second by Marti, with all voting aye, to approve the September 28, 2011 agenda.

Consent Agenda: Motion by Nelson and second by Hopkins to approve the September 28, 2011 consent items. Ayes: Hopkins, Marti, Nelson, Tjosaas. Nays: None.

1. **Minutes:** Approved the September 14, 2011 regular meeting minutes as submitted.
2. **Claims:** Approved all claims processed after the September 14, 2011 regular meeting, as audited for payment in the amount of \$764,959.46.
3. **Acknowledgement of Committee and Meeting Minutes:** Acknowledged the following committee/meeting minutes for:
 - a. Library Board - 08/09/11
 - b. Park Board - 09/12/11
4. **Conferences/Training:** Acknowledged the following employee training/conference attendance for:

a.	B. Gazley	MCPA Annual Conf	10/17-18	Brainerd
b.	J. Hanson	Toward Zero Deaths Conf	11/16-17	Duluth

COMMITTEE REPORTS

1. **Admin Committee:** The FFA Alumni Association has been using the WWTP cropland for several years free of charge to educate students and provide funding for several school and community projects. There was concern as to whether the educational part of the agreement was being met. The Administrative Committee met with the FFA alumni and students. The alumni and students provided goals of the agricultural education program they want to accomplish. It is the recommendation of the Admin Committee that the FFA Alumni be allowed to continue use of the cropland on a year to year basis and that the education programs be monitored through communication with the Association and FFA. Motion by

Marti and second by Hopkins, with all voting aye, to reaffirm the cropland agreement we have with the FFA Alumni Association on a year to year basis and monitor the educational programs.

NEW BUSINESS

1. **MnDOT Pedestrian Ramp Project:** MnDOT will be putting in all new pedestrian ramps on both sides of Highway 57 from Highway 14 up to the Dodge County Fairgrounds. Work will begin in the spring.

A discussion on signage followed, with a suggestion that flashing lights on signs activated by pedestrians be installed at high traffic crosswalks such as 7th Street NE.

CLERK-ADMINISTRATOR’S REPORT

1. **MMUA Safety Training:** Motion by Marti and second by Nelson, with all voting aye, to approve the MMUA Safety Training Program for 2011-2012 at a cost of \$17,403.33.
2. **Holiday Schedule for City Council Meetings:** Motion by Nelson and second by Marti, with all voting aye, to move the regularly scheduled council meeting from November 23rd to Tuesday, November 22nd and the regularly scheduled council meeting December 28th to Wednesday, December 21st.
3. **Signs in Right-of-Way:** Administrator Lenth reminded everyone that there are to be no advertising signs, such as the “Save the School” signs, in the right-of-way. These signs are to be removed from the right-of-ways within 10 days.

ENGINEER’S REPORT

1. **Progress Report:** Neil Britton, WSN, presented an update on current projects within the City, including the North Park sanitary sewer extension, the TH 57 North water service improvements, the sanitary sewer outfall line and the work along Masten Creek.

PERSONNEL

1. **Request for Leave of Absence – Rick Hawkins:** Motion by Hopkins and second by Nelson, with all voting aye, to approve a one-year Leave of Absence for Firefighter Rick Hawkins.

CORRESPONDENCE: The following correspondence was reviewed:

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| 1. | Southern Minnesota Initiative Foundation (SMIF) 25 th Anniversary | 10/13 | Owatonna |
| 2. | Chamber “After Hours” | 5:00 p.m. | 10/4 Mini Mall |

ADJOURN: The meeting was adjourned at 6:17 p.m.

ATTEST:

Randy D. Lenth, City Administrator

Tim Tjosaas, Mayor