

**KASSON CITY COUNCIL REGULAR MEETING MINUTES
November 9, 2011**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 9th day of November, 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, Neil Britton, Kathy O'Malley, Don Zeller, Joe Fitch, Chris Seljan, Doug Robinson, Bruce Prescher, Don Ness, Randy Carlsen.

Mayor Tjosaas presided over the meeting.

COUNCIL

Agenda: Motion by Torkelson and second by Nelson, with all voting aye, to approve the November 9, 2011 agenda with the following amendments:

Add:	H.1.	Endorsement policy
	K.2.	Fire Department Retirement – Gary Fitch

Consent Agenda: Motion by Nelson and second by Marti to approve the November 9, 2011 consent items. Ayes: Hopkins, Marti, Nelson, Tjosaas, Torkelson. Nays: None.

1. **Minutes:** Approve the October 26, 2011 regular meeting minutes as submitted.
2. **Claims:** Approved all claims processed after the October 26, 2011 regular meeting, as audited for payment in the amount of \$264,242.67.
3. **Acknowledgement of Committee and Meeting Minutes:** Acknowledged the following committee/meeting minutes for:
 - a. Library Board - 10/21/11
4. **Conferences/Training:** Acknowledged the following employee training/conference attendance for:
 - a. C. Bradford Wastewater Treatment Technology 12/6-8 St. Paul
5. **Pay Estimates:** Approved the following pay estimates for:

a.	Swenke Co., Inc	Sanitary Sewer Outfall Line	Est #3	\$186,977.79
b.	Swenke Co., Inc	North Park Sanitary Sewer	Est #1	\$ 43,595.17
6. **Approve Snow Removal Proposal for 2011-2012:** Approved the snow removal proposal from Swenke Co., Inc. for 2011-2012.
7. **Approve City Insurance Coverage Bid:** Approved the continuation of administration of City insurance through LMCIT with C.O. Brown Agency, Inc. through 2015.

8. **Resolution Authorizing TIF Fund Transfers**: As part of the consent agenda, the resolution authorizing transfer of monies from Tax Increment Funds to the General Fund to reimburse time spent on TIF administration issues was adopted. Ayes: Hopkins, Marti, Nelson, Tjosas, Torkelson. Nays: None.

**Resolution #11.1-11
Resolution Authorizing TIF Funds
(on file)**

PUBLIC FORUM

1. **Kathy O'Malley, Counselor Realty of Rochester**: Kathy O'Malley thanked the council for the opportunity to list the Old Elementary School. O'Malley said she was surprised at the interest in the school, noting that she has had several developers contact her. She is holding an open house for developers on November 30th.

VISITORS TO THE COUNCIL

1. **Don Zeller – Public RV Dump Station**: City resident, Don Zeller, approached the council requesting that the City consider having a public RV dump station. At one time, the Dodge County Fairgrounds had been considered as a site; however, the Fair Board was not interested. Zeller was told the City will continue to look into the possibility of an RV dump station. Considerations by the City include the possibility of contamination and how the site would be monitored.

MAYOR'S REPORT

1. **Endorsement policy**: Council Member Marti expressed his feelings regarding one government entity being a cheerleader for another government entity as far as voting on referendums. Council members/staff agreed they should remain neutral when discussing these issues.

ENGINEER'S REPORT

1. **Neil Britton, WSN**: City Engineer Britton updated the council on current projects within the City.

PERSONNEL

1. **Create/Appoint Deputy Fire Chief Position(s)**: Motion by Torkelson and second by Marti, with all voting aye, to create two Deputy Fire Chief positions and appoint Doug Robinson and Chris Seljan as Deputy Fire Chiefs.
2. **Fire Department Retirement – Gary Fitch**: Motion by Nelson and second by Marti, with all voting aye, to approve the retirement of Gary Fitch from the Fire Department. Council members and staff expressed their appreciation and thanks to Gary for his service in the Fire Department and for stepping in as Interim Fire Chief.

CORRESPONDENCE: The following correspondence was reviewed:

1. "What's Going on With my Tax Bill?"
2. **Draft – Environmental Assessment Worksheet**: The draft of the Environmental Assessment Worksheet for the Old Elementary School prepared by WSN and Pathfinder CRM, LLC was received. It is not yet ready for public comment.

3. **Press Release – Canadian Pacific Railroad:** This press release notes that beginning November 17, 2011 the Canadian Pacific train speeds will increase their maximum track speed from 30 mph to 40 mph for trains running on the mainline track from Byron to Owatonna.

ADJOURN: The meeting was adjourned at 6:37 p.m.

ATTEST:

Randy D. Lenth, City Administrator

Tim Tjosaas, Mayor