

**KASSON CITY COUNCIL REGULAR MEETING MINUTES
November 22, 2011**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 22nd day of November, 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, Finance Director Zaworski, Neil Britton, Deputy Clerk Rappe, Missy Malecha, Bruce Prescher, Randy Carlsen.

Mayor Tjosaas presided over the meeting.

COUNCIL

Agenda: Motion by Marti and second by Hopkins, with all voting aye, to approve the November 22, 2011 agenda with the following amendment:

Add: E.2. Water & Sewer Committee Report

Consent Agenda: Motion by Nelson and second by Marti to approve the November 22, 2011 consent items. Ayes: Hopkins, Marti, Nelson, Tjosaas. Nays: None.

1. **Minutes:** Approved the November 9, 2011 regular meeting minutes as submitted.

2. **Claims:** Approved all claims processed after the November 9, 2011 regular meeting, as audited for payment in the amount of \$569,995.16.

3. **Acknowledgement of Committee and Meeting Minutes:** Acknowledged the following committee/meeting minutes for:
 - a. Library Board - 10/11/11

4. **Conferences/Training:** Acknowledged the following employee training/conference attendance for:
 - a. N. Zaworski City Gov't Update Seminar 12/8 Apple Valley

COMMITTEE REPORTS

1. **Planning Commission**
 - a. **Malecha Conditional Use Permit:** The Planning Commission held a public hearing on November 14, 2011 to consider granting property owner, Carol Malecha, a conditional use permit allowing the operation of a car dealership at 103 2nd Avenue SW. It is a permitted conditional use in that district. William Smith is renting the building and will operate the dealership. No written comments were received and there were no public comments. The Planning Commission recommends approval of the conditional use permit with no conditions attached. Motion by Marti and second by Nelson, with all voting aye, to approve granting Carol Malecha a conditional use permit allowing operation of a car dealership at 103 2nd Avenue SW.

2. **Water & Sewer Committee:** The Water & Sewer committee met with the City of Mantorville personnel to discuss the City of Mantorville hooking into the City of Kasson's wastewater treatment plant. The City of Mantorville does not feel they should pay connection fees or a buy-in. They would like to have a Sewer Commission to regulate the district and an administrative committee to determine amounts to be paid for utilities. Adding 357 customers from Mantorville may push the limits of the current City of Kasson treatment plant. There will be more discussions between the cities; another meeting will be held in January. Administrator Lenth will prepare an agreement including analyses and numbers to see if there is interest in pursuing the issue. MPCA will also be invited to the January meeting.

NEW BUSINESS

1. **Redistricting Proposal:** Based on the 2010 census, county staff must recommend a redistricting plan for the County Commissioners. Deputy City Clerk Rappe presented two options with a north and south precinct, with a much larger voting population in the north precinct; therefore, a third precinct is being proposed. The proposal is for a South precinct (everything south of Main Street), a West precinct (everything west of Mantorville Avenue and north of Main Street) and an East precinct (everything east of Mantorville Avenue and north of Main Street). Motion by Nelson and second by Hopkins, with all voting aye, to recommend Case 5 or 6 (the two options presented) to Dodge County and pursue having three precincts.
2. **Resolution Decertifying TIF District 1-16, A & A Electric:** TIF District 1-16 will receive their final TIF payment in December. This resolution decertifies TIF District 1-16, A & A Electric, effective 12/31/2011. Motion by Marti and second by Nelson to adopt the resolution approving the decertification of Tax Increment Financing District No. 1-16 of the City of Kasson. Ayes: Hopkins, Marti, Nelson, Tjosaas. Nays: None.

Resolution #11.2-11

Resolution Approving the Decertification of Tax Increment Financing District No. 1-16 of the City of Kasson (on file)

MAYOR'S REPORT

1. **2012 Budget & Levy Discussion Announcement:** Mayor Tjosaas announced that the 2012 Budget & Levy discussion will take place at the December 14, 2011 City Council meeting at 6:00 p.m.
2. **Meeting with Fair Board:** A meeting was held November 22nd with the Fair Board regarding usage of the Ice Arena during the Dodge County Fair. City staff will be meeting again with the Board on that subject.

CLERK-ADMINISTRATOR'S REPORT

1. **Resolution Eliminating Payment of Comprehensive Major Medical Health Insurance:** Currently, employees have two choices for health insurance – the High Deductible Health Plan or the Comprehensive Major Medical Health Plan. The City can no longer afford to pay the increased cost of premiums for the Comprehensive Major Medical health insurance. This resolution states that effective January 1, 2012, the City will no longer offer payment for the Comprehensive Major Medical health insurance but that “employees are welcome to continue

coverage under the Comprehensive Major Medical plan as long as they pay for the price difference from the High Deductible Health Plan.” Motion by Nelson and second by Marti to adopt the resolution eliminating payment of Comprehensive Major Medical health insurance. Ayes: Hopkins, Marti, Nelson, Tjosaas. Nays: None.

Resolution #11.3-11

**Resolution Eliminating Payment of Comprehensive Major Medical Health Insurance
(on file)**

2. **Chamber of Commerce Offices:** Motion by Hopkins and second by Marti, with all voting aye, to approve allowing the Chamber of Commerce to use one of the vacated offices of the Police Department at City Hall.
3. **Miscellaneous:** Administrator Lenth informed the council members that there will be no live Christmas tree planted on West Main Street this fall. The City also wishes to thank the Lions Club for fixing up the benches in front of the old Municipal Building on Main Street.

ENGINEER’S REPORT

1. **Agency Agreement between the City of Kasson and MnDOT:** This agreement between the City of Kasson and MnDOT allows MnDOT to act as the City’s agent in accepting federal aid regarding 16th Street NE improvements.
 - a. **Resolution for Agency Agreement for Eligible Transportation Related Projects:** Motion by Nelson and second by Marti to adopt the resolution for Agency Agreement for eligible transportation related projects. Ayes: Hopkins, Marti, Nelson, Tjosaas. Nays: None.

Resolution #11.4-11

**Resolution for Agency Agreement for Eligible Transportation Related Projects
(on file)**

2. **Project Updates:** A meeting with Corey Hanson, DNR, regarding the Masten Creek project is scheduled for November 29th. Administrator Lenth, Finance Director Zaworski and Neil Britton met with the Public Facility Authority November 18th regarding the outfall line. The PFA provided the financing for the outfall line and is very satisfied with the project outcome.

PERSONNEL

1. **Approve Fire Department Officers:** Six applicants were interviewed for various positions in the Fire Department. The interview committee consisted of the Fire Chief, the Deputy Chiefs and Administrator Lenth. Motion by Hopkins and second by Nelson, with all voting aye, to approve the following officers, as recommended by the committee:

1 st Captain	Jim McAndrews
2 nd Captain	Cody Miller
Safety Officer	Doug Griffin
Training Officer	Jason Campbell

CORRESPONDENCE: The following correspondence was reviewed:

1. Alcohol Compliance Checks
2. Cash and Investment Summary – October, 2011
3. Invite from Eastwood Bank for a “Holiday Social” – December 1, 2011

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

ATTEST:

Randy D. Lenth, City Administrator

Tim Tjosaas, Mayor