

KASSON CITY COUNCIL REGULAR MEETING MINUTES

Wednesday, August 9, 2023

6:00 PM

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 9th day of August, 2023 at 6:00 PM.

THE FOLLOWING MEMBERS WERE PRESENT: Christensen, Egler, Ferris and McKern

THE FOLLOWING MEMBERS WERE ABSENT: Johnson

THE FOLLOWING WERE ALSO PRESENT: City Administrator Timothy Ibisch, City Clerk Linda Rappe, Asst City Admin/Finance Director Jessica Royer, City Attorney Melanie Leth and City Engineer Brandon Theobald, Community Development Assistant Ian Albers and Police Chief Josh Hanson

PLEDGE OF ALLIEGANCE

Approve Agenda - Motion to approve the Agenda as Presented made by Councilperson Egler second by Councilperson Christensen with All Voting Aye.

Consent Agenda

Minutes from July 26, 2023

Claims processed after the July 26, 2023 regular meeting, as audited for payment in the amount of \$956,641.26

Event Permit – 12th Ave NE Block Party

Event Permit for Chaotic Good Brewing – Festival in the Park

Conferences:

Resolutions

Street Closures-Festival

Resolution #8.1-23

***Resolution Approving Street Closing for Festival in the Park Activities
(on file)***

Fire Department Donations

Resolution #8.2-23

***Resolution Accepting Grant for Kasson Fire Department
(on file)***

h. Pay Requests:

- i. Vail Subdivision #4 Schumacher Excavating \$18,984.80
- ii. Safe Routes to School #3 Rochester Sand and Gravel \$71,221.87
- iii. Fairgrounds Water Tower #15 McQuire Iron \$26,600.00
- iv. 16th St Roundabout #4 Heselton Construction \$940,555.15

Motion to Approve the Consent Agenda made by Councilperson Christensen, second by Councilperson Egler with All Voting Aye.

VISITORS TO THE COUNCIL:

MAYOR'S REPORT.

Mayor McKern would like to appoint Mel Ferris to the Personnel Committee. **Motion to Approve the Mayoral Appointment made by Mayor McKern, second by Councilperson Christensen with All Voting Aye.**

PUBLIC FORUM

PUBLIC HEARINGS

COMMITTEE REPORTS

OLD BUSINESS

Software Changeover – Finance Director Royer stated that she got the fees reduced by \$10,000. We would sign a 3 year contract and after that the percentage of increase would be 3-5%. They will take care of our PCI compliance and they will take care of all of the live software updates and will be able to do prepaids for utilities. Tyler will prepare an entire customer portfolio for customers. **Motion to Move Forward with Tyler made by Mayor McKern, second by Councilperson Egler with All Voting Aye.**

Review of Emergency Plan – Administrator Ibsch stated this is an updated version with staffing changes and contacts.

Surplus Old Fire Truck – Administrator Ibsch stated that the Fire Chief is asking for a motion to surplus the 1991 Pierce Dash Truck. **Motion to Surplus the 1991 Pierce Dash Fire Truck made by Councilperson Ferris, second by Councilperson Christensen with All Voting Aye.**

Update on 15 7th Street House – Community Development Ass't Albers stated that he is following the recommendations made by Dodge County Health Official. Albers has contacted the State Dept of Human Services he will update the Council with more information at the next meeting.

NEW BUSINESS

2023 Budget Review, Budget for 2024 Highlights – Administrator Ibsch stated that increases are generally inflationary except for the Library. The general fund is looking at a small reduction of about \$5K. The Library has submitted a budget asking for an 11% increase. The biggest chunk of levy is coming into debt services. Administrator Ibsch stated at this time we are looking at a 10.771% increase. The Council would like it to be under 6% by the time it is adopted in December. Electric anticipating a base fee increase and not a rate inc.

ZED SRO Agreement 2023-2024 – **Motion to Approve the agreement made by Councilperson Ferris, second by Councilperson Egler with All Voting Aye.**

ADMINISTRATOR'S REPORT

Administrator Ibsch went through his report. He reviewed the:

MMUA Delegate Form – Administrator Ibsch will be designee with Public Works Director Bradford as alternate. **Motion to Appoint Tim Ibsch as designee with Charlie Bradford as the Alternate made by Councilperson Christensen, second by Councilperson Egler with All Voting Aye.**

Based on staff and personnel committee we are looking to extend the city hall seasonal hours all year round with closing at 1 on Fridays.

ENGINEER'S REPORT

Project Updates – 2023 Sanitary Sewer Improvements – Engineer Theobald presented the plans and

specifications for this project. The goal of this project is to reduce the amount of inflow and infiltration in the sanitary sewer and frequency of backups and bypasses. Theobald presented the project schedule and the work is planned to be completed in the winter.

Resolution Approving Plans and Authorizing Bids – Motion to Approve the Resolution made by Councilperson Egger, second by Councilperson Ferris with All Voting Aye.

Resolution #8.3-23

***Resolution Approving Plans and Specifications and Ordering Advertisement for Bids
(on file)***

Project Updates and Resolution – Theobald stated this is requesting the funds from MSAS. We are borrowing ahead from our MSAS street funds. Theobald stated that we are borrowing 3 years ahead and we will still have two years to borrow ahead for a potential project. The 16th St. roundabout should be open next Wednesday. The NE water tower is gone and well house will come down next week. There will be a precon meeting for the 2023 street improvements will be scheduled next week.

Motion to Approve the Resolution made by Councilperson Christensen, second by Councilperson Egger with All Voting Aye.

Resolution #8.4-23

***Resolution Requesting State Aid Funds Advance
(on file)***

PERSONNEL

Administrator Ibisch discussed the League of MN Cities sample drug, alcohol and cannabis draft policy

CORRESPONDENCE

Correspondence was reviewed.

ATTORNEY

ADJOURN 6:45 PM

Motion to Adjourn made by Councilperson Christensen, second by Egger with All Voting Aye.

ATTEST:

Linda Rappe, City Clerk

Chris McKern, Mayor