

**KASSON CITY COUNCIL REGULAR MEETING MINUTES**

**Wednesday, June 28, 2023**

**6:00 PM**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 28<sup>th</sup> day of June, 2023 at 6:00 PM.

**THE FOLLOWING MEMBERS WERE PRESENT:** Christensen, Egger, Johnson and McKern

**THE FOLLOWING MEMBERS WERE ABSENT:** Ferris

**THE FOLLOWING WERE ALSO PRESENT:** City Administrator Timothy Ibsch, Asst City Administrator/Finance Director Jessica Royer, City Attorney Melanie Leth and City Engineer Brandon Theobald, Community Development Assistant Ian Albers, and Mike Bubany-DDA

**PLEDGE OF ALLIANCE**

**Approve Agenda-add I&I under Engineer's report**

**Motion to approve the Agenda as Amended made by Councilperson Egger, second by Councilperson Christensen with All Voting Aye.**

**Consent Agenda**

Minutes from June 14, 2023

Claims processed after the June 14, 2023 regular meeting, audited for payment in the amount of \$1,139,656.88

Evaluations:

Michelle McCaughtry Library Director Remove from Probation

Committee/Commission/Board Minutes:

Conferences:

Resolutions:

Park Board-WPA wall signage  
Library-estate bequest received

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

**VISITORS TO THE COUNCIL:** Tony Paulson-regarding ATV, UTV, bike trails/traveling on private property, Mr. Paulson expressed his concerns on this issue and showed a show video. After discussion, City Council referred the issue for review to the EMS committee. They will meet to discuss it further. Ibsch will bring more information back to the Council in the future.

**MAYOR'S REPORT**

**PUBLIC FORUM**

## **PUBLIC HEARING**

### **COMMITTEE REPORT**

#### **OLD BUSINESS**

Mike Bubany-2023 Bonding Updates. Mr. Bubany, the City Financial Advisor, presented information regarding the bonding for 2023. The bond will be for the Fire Hall project. Mr. Bubany offered two options: one with no reoffering premium included and other with a reoffering premium. This would provide some additional funding for the project, but the payments would be slightly higher. After discussion the Council opted for the proposal with the reoffering premium included. Mr. Bubany provided a schedule as well with rating call later this month and proceeds received in early August.

**Motion to approve sale of 2023 bonds made by Councilperson Egler, seconded by Councilperson Christensen with All Voting Aye.**

**Assessment Policy Review-** Councilperson Johnson has asked the Council to discuss the current assessment policy. Ibisch provided it in the packet. Johnson indicated that he would like to move away from assessment to going a City-wide levy increase to fund street projects. Christensen noted that residents living on construction projects were the ones that directly benefitted and those who living in other parts of the City were still paying 70% of the costs. In addition, he noted the residents buying new lots in town paid the “assessment” through their lot costs. Mayor McKern advised that he did not enjoy assessment hearings, but that he had found if the current process wasn’t followed that projects would come to a standstill and not be none and that any change that this Council makes can be undone by the next Council. Councilperson Egler stated his opposition to changing the policy noting that consistency was key for things of this nature. Engineer Theobald reviewed the method by which the City defends its policy if needed and encouraged the Council to remain consistent. After listening to the discussion, Bubany noted that most cities in MN use assessments, but that they did vary on how the percentages were done. He advised that he would send a draft policy with flexibility and that the Council could review it at a future meeting. No action was taken at this time.

**Kasson Parks Survey-** Albers presented results for the Park Survey, there was good participation, and the results are on file.

**Downtown Parking Study-** Albers presented his Downtown Parking Study, he will be using 2 sets of dates, one in August and one in September. He expects to process the results and then present in later fall to the Council, ahead of their decisions on downtown reconstruction.

#### **NEW BUSINESS**

**Legion Permit request** – The American Legion had a request into the Council for a number of events. The Council discussed looking at changing policy regarding noise in the downtown, the issue was referred to Planning and Zoning. **Motion to approve the permitted dates by Egler, second by Councilperson Johnson with All Voting Aye.**

**EV charging stations** – Councilperson Ferris had asked for this issue to be reviewed; however, she was not able to attend tonight. The Council discussed it briefly with Ibisch noting that Veteran’s Park might be a good location. The Council will review more at their next meeting with Ferris in attendance. No action was taken.

### **ADMINISTRATOR’S REPORT**

Administrator Ibisch went through his report.

**Carbon monoxide call request to forgive bill.** Ibisch provided the Council with more information, after discussion, Council advised that they were not interested in changing the policy and that it was a risk of being a landlord. Ibisch will provide that information to the landlord.

**Late Utility bills.** In response to an email, Ibisch noted the process for appeals of late charges on utility bills. Typically, staff will waive a first penalty on a good consistent payer who makes a mistake. However, on regular later payers, the penalties apply. The City cannot guarantee that the Postal Service will provide bills on time. However, Ibisch also noted that they are encouraging residents to switch to e-billing. It can save time and money and the bill comes very promptly. Later this year, staff will make a push to get more residents to switch.

#### **ENGINEER'S REPORT**

**Project Updates** – Theobald provided a verbal report and noted that Hwy 57 was proceeding smoothly. Curb and gutter should start next week. He also discussed the water tower, SRTS, 16<sup>th</sup> Street, and relayed that the Vail project was largely complete.

Theobald discussed the I&I at the request of Councilperson Johnson, who noted that the numbers seemed to be off. Johnson asked if the projects we've been doing were working. Theobald indicated that he could look at years over years and provide more feedback at a future meeting. He also advised that the sump pump program was nearly completed, and the next phase would start in the late summer with replacement of castings and other improvements.

#### **PERSONNEL**

Ibisch provided quotes for the cleaning services with the pending retirement of Reidel. The Council asked that the job be posted for 2 weeks to see if it could be filled by staff. Ibisch will do so, and then report back. In the meantime, staff will be responsible for their own spaces.

#### **ATTORNEY**

Albers presented information regarding a troubled property at 15 7<sup>th</sup> Street NW. Council reviewed the information and indicated the resident needed some help, Albers will contact the County and see what Public Health advises and then he will report back to Council.

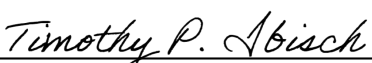
#### **CORRESPONDENCE**


Correspondence was reviewed and the May Financial reports. No questions from the Council.

#### **ADJOURN 8:06 PM**

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

#### **ATTEST:**

  
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Timothy P. Ibisch, City Administrator

  
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Chris McKern, Mayor