

KASSON CITY COUNCIL REGULAR MEETING MINUTES

Wednesday, April 26, 2023

6:00 PM

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 26th day of April, 2023 at 6:00 PM.

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

THE FOLLOWING MEMBERS WERE ABSENT: Ferris

THE FOLLOWING WERE ALSO PRESENT: City Administrator Timothy Ibisch, City Clerk Linda Rappe, Asst City Administrator/Finance Director Jessica Royer, Fire Chief Joe Fitch, Police Chief Josh Hanson, City Attorney Melanie Leth, Dave Dubbels, Janet Sinning, Taylor Rugroden - ICS, Kali Lentz - Smith Schafer and Associates

PLEDGE OF ALLIANCE

Approve Agenda

Move up F.1 to after Consent Agenda

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

Consent Agenda

Minutes from April 12, 2023

Claims processed after the April 12, 2023 regular meeting, as audited for payment in the amount of \$343,974.95

Evaluations:

Dave Vosen W/WW Supervisor At Top of Grade \$43.65

Committee/Commission/Board Minutes:

March Library Board Minutes

Raffle Permit for First District Am Legion Aux for 5/20/23

Resolution Accepting Donation to Promote Positive Police/Community Interaction Initiative

Resolution #4.3-23

***Resolution Accepting Donation to Promote Positive Police/Community Interaction Initiative
(on file)***

Conferences:

James Iem and Zach Kasper Mandated Learning Objectives
Rochester June 5-6/23 \$399 per

Resolution Declaring Surplus Materials from the Kasson Liquor Store

Resolution #4.4-23

***Resolution Declaring Surplus Materials from the Kasson Liquor Store
(on file)***

Motion to Approve the Consent Agenda made by Councilperson Egger, second by Councilperson

Christensen with All Voting Aye.

VISITORS TO THE COUNCIL

2022 Audit Presentation – Kali Lentz from Smith Schafer and Associates went through presentation. Smith Schafer issued a unmodified audit opinion which means there were no issues with the audit. Councilperson Johnson would like to see per capita numbers.

Ice Arena Audit – Administrator Ibisch stated that there is an \$8,000 loss that is split with the County.

MAYOR'S REPORT

PUBLIC FORUM

PUBLIC HEARING

COMMITTEE REPORT

Park Board – WPA Pool and Park signage – Janet Sinning spoke on how the sign was created. **Motion to Approve the Sign made by Councilperson Egler, second by Councilperson Christensen with All Voting Aye.**

OLD BUSINESS

Fire Hall Bids-Recommendation for approval – Taylor Rugroden from ICS stated that they grouped the project into 11 work scopes and the bidder bid on a certain work scope. They are all summarized in the recommendation letter. Everything together is close to \$900k over the budgeted \$7M. Administrator Ibisch would recommend moving forward and the City can source the rest of the funds. Councilperson Egler asked what we are eliminating and if that is something we need to save. Mr. Rugroden went through the value management log of things that had been changed or eliminated to save money. **Motion to Approve the Bids made by Councilperson Christensen, second by Councilperson Egler with All Voting Aye.** August 2, 2023 is the targeted start date.

NEW BUSINESS

Memo regarding Complaint at 15 7th St NW – Administrator Ibisch stated that we have received complaints, the owner has been in and talked to us and we have extended her due date to May 9.

ADMINISTRATOR'S REPORT

Administrator Ibisch went through his report.

ENGINEER'S REPORT

MnDOT and Kasson Cooperative Construction Agreement – just FYI this has been signed.

PERSONNEL

Resignation of Police Officer David Kunz – **Motion to Accept and thanked him for his service made by Councilperson Egler, second by Councilperson Christensen with All Voting Aye.**

Promotion of David Greenfield to Circulation Technician – The Library Board has a positive recommendation. **Motion to Promote David Greenfield to Circulation Technician at Grade 6 Step 1 \$22.44 effective 5/1/23 made by Councilperson Egler, second by Councilperson Christensen with All Voting Aye.**

Job Description for City Clerk – Dan went through differences in old and new job description. **Motion to Approve the Job Description with the Changes discussed and put on Grade 13 step 3 \$38.41 made by Mayor McKern, second by Councilperson Christensen with All Voting Aye.**

Councilperson Egler would like to look at the standard language used in all job descriptions.

Petree Resignation from Park Board – **Motion to Accept the Resignation made by Councilperson Christensen, second by Councilperson Egler with All Voting Aye.**

Updated Library Assistant Job Description – FYI

Follow-up discussion on Work From Home policy – Council agreed that we should draft a policy. We need resolution one way or another.

ATTORNEY

CORRESPONDENCE

Correspondence was reviewed

ADJOURN 7:20PM

Motion by Councilperson Egger, second by Councilperson Christensen with All Voting

Aye. ATTEST:

Linda Rappe, City Clerk

Chris McKern, Mayor