

KASSON CITY COUNCIL REGULAR MEETING MINUTES

November 26, 2013

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 26th day of November, 2013 at 6:00 p.m.

The following members were present: Tjosaas, Coleman, Eggler, Hopkins and Nelson

The following members were absent: none

The following were also present: City Administrator Lenth, Admin Assist Weigel, Community Dev Director Martin, Finance Director Zaworski, Library Director Art Tiff, City Engineer Neil Britton, Kevin Worden, Duane Baldwin, Jerry Struthers, Judy Ruport and Randy Carlsen

Mayor Tjosaas presided over the meeting

A. COUNCIL:

1. Agenda: Motion by Eggler and second by Hopkins with all voting aye, to approve the November 26, 2013 agenda with the following amendments:

- Add: F.2 Conveyance of Land to Rochester Habitat for Humanity
- K.1 Ingvild Herfindahl Resignation

2. Consent Agenda: Motion by Nelson and second by Coleman to approve the November 26, 2013 consent items. Ayes: Tjosaas, Coleman, Eggler, Hopkins and Nelson. Nays: None.

- a. **Minutes:** Approved the November 13, 2013 regular meeting minutes as submitted
- b. **Claims:** Approved all claims processed after the November 13, 2013 regular meeting, as audited for payment in the amount of \$515,485.88.

c. **Acknowledgement of Committee and Meeting Minutes:**

- 1. Park Board – October 29, 2013

d. **Annual Evaluations:**

- 1. Sandy Riedel – Custodian, move to Grade 2, step 6 \$15.21 eff. 7/10/13
- 2. Mike Martin – Community Dev. Dir., move to Grade 14, step 6 \$34.23 eff. 12/5/13
- 3. Jan Naig – Deputy Clerk, move to Grade 8, step 7 \$23.56 eff. 11/13/13

e. **Conferences/Training:**

- 1. Jarrod Nelson Transformer School Dec 18-20 Marshall, MN

f. **Pay Estimates:**

- | | | | |
|----------------------|----------------|-----------------|-------------|
| 1. Mohs Construction | Aquatic Center | FINAL | \$20,870.00 |
| 2. Mohs Contracting | Aquatic Center | FINAL | \$6,933.00 |
| 3. Neuman Pools | Aquatic Center | Change Order #1 | \$12,249.00 |
| 4. Neuman Pools | Aquatic Center | FINAL | \$10,000.00 |

B. VISITORS TO THE COUNCIL: NONE

C. PUBLIC FORUM:

1. Jerry Struthers: Mr. Struthers asked for an update on Lion's Park.

- a. Mayor Tjosaas informed Mr. Struthers and Council that there are no updates at this time.

1. Judy Ruport: Mrs. Ruport asked Community Development Director Martin about the status of the Finding of Facts for the Conditional Use Permit that needed to be completed by December 2, 2013.

a. Community Development Director Martin clarified that if the Lion’s Park land was going to be sold this year, the Findings of Fact that is necessary to issue a Conditional Use Permit would have to be in by December 2, 2013. The land has not been sold

D. PUBLIC HEARINGS: NONE

E. COMMITTEE REPORTS:

1. Park Board:

a. 2014 Aquatic Center Membership Fee’s: City Administrator Lenth updated Council on the fees that the Park Board is recommending for 2014 memberships. The Park Board is asking for approval of the following Aquatic Center fees for 2014. *Motion to approve the 2014 Aquatic Center Fees as submitted was made by Council Member Egger and duly seconded by Council Member Coleman. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egger, Hopkins and Nelson. Those against same: none.*

If purchased by May 10, 2014:

Family Membership

Resident (1 to 4 family members)	\$130.00 (This was the 2013 rate.)
Non-Resident (1 to 4 family members)	\$150.00 (This was the 2013 rate.)
Additional person fee	\$ 10.00 (This was the 2013 rate.)

Single Membership

Resident	\$ 70.00 (This was the 2013 rate.)
Non-Resident	\$ 80.00 (This was the 2013 rate.)

If purchased May 11, 2014 or later:

Family Membership

Resident (1 to 4 family members)	\$150.00
Non-Resident (1 to 4 family members)	\$170.00
Additional person fee	\$ 10.00

Single Membership

Resident	\$ 80.00
Non-Resident	\$ 90.00

A new item that will be available in 2014 is passbooks for daily admittance. The proposed fees for the books will be:

Passbooks

10 daily passes	\$ 40.00
20 daily passes	\$ 70.00
30 daily passes	\$ 105.00

F. OLD BUSINESS:

1. Land Swap Agreement: *Motion to approve the tax free exchange of Lots 1 through 7, Block 2 of Lindon Manor Replat for the 17.7 acres of property adjacent the western edge of Lion’s Park was made by Council Member Nelson and duly seconded by Council Member Hopkins. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egger, Hopkins and Nelson. Those against same: none.*

2. Conveyance of Land to Rochester Habitat for Humanity: *Motion to approve the Resolution for the Conveyance of Land to Rochester Area Habitat for Humanity, Inc.; Resolution #11.3-13 was made by Council Member Nelson and duly seconded by Council Member Egger. Upon a vote being taken, the following members voted in favor thereof: Tjosaas, Coleman, Egger, Hopkins and Nelson. Those against same: none.*

G. NEW BUSINESS: NONE

H. MAYOR'S REPORT:

1. Mayor Tjosaas publicly announced that the 2014 budget and levy discussion will be held on December 11th with possible adoption at that time. A continuation meeting has been set, if needed, for December 18th.

I. CLERK-ADMINISTRATOR'S REPORT:

1. City Administrator Lenth reported to the Council that the Carriage House will be moved to Mantorville on December 3, 2013. The house is scheduled to be moved during the day.
2. The Electric Committee will be meeting on Tuesday, December 3, 2013 to discuss territory negotiations.

J. ENGINEER'S REPORT:

1. Neil Britton, WSN reported on the following projects:

- a. **Waste Water Treatment Plant:** Mark Halen of WSN is working on upgrades and getting pricing options for 1.5 million gallons per day and 1.75 million gallons per day.
- b. **Folkestad Building & House:** Architect is working on plans and VCI is waiting for warmer weather to finish the flat roof and insulate the same area

K. PERSONNEL:

1. Ingvild Herfindahl Resignation: Library Director Tiff informed Council that on November 22, 2013 he received a letter of resignation from Ingvild Herfindahl stating that her last day will be on December 6, 2013. This will be reviewed by the Library Board when they meet on December 10, 2013. The Board has received 21 applications for the Library Assistant position that was previously posted and they will be reviewed during the week of December 2, 2013. Volunteers have been asked to help for story times to free up staff members.

L. CORRESPONDENCE:

1. Cash & Investment Summary and Year to Date Financials: No Discussion

M. ADJOURN:

1. The meeting was adjourned at 6:20 p.m.

ATTEST:

Randy D. Lenth, City Administrator

Tim Tjosaas, Mayor