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**KASSON CITY COUNCIL REGULAR MEETING MINUTES  
October 24, 2018**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 24th day of October, 2018 at 6:00 P.M.

**THE FOLLOWING MEMBERS WERE PRESENT:** Borgstrom, Buck, Egger, McKern and Zelinske

**THE FOLLOWING MEMBERS WERE ABSENT:** None

**THE FOLLOWING WERE ALSO PRESENT:** City Administrator Theresa Coleman, City Clerk Linda Rappe, City Attorney Melanie Leth, City Engineer Brandon Theobald, Library Director Art Tiff, Police Chief Kent Berghuis, Finance Director Nancy Zaworski, Chris Seljan, Don Westfall, Duane Burton, Judy Zelinske, Karen Ducharme, Buffy Beranek and Alex Moll

**PLESGE OF ALLIEGENCE**

**APPROVE AGENDA**

Remove: K.2 Appointment of Deputy Fire Chief

Add: K.3 Resignation of Gary Scofield

Add: B.3 Art Tiff Library Director

Remove: L.1 Closed session

**Motion to Approve the Amended Agenda made by Councilperson Zelinske, second by Councilperson Borgstrom with All Voting Aye.**

**CONSENT AGENDA**

Minutes from October 10, 2018

Claims processed after the October 10, 2018 regular meeting, as audited for payment in the amount of \$1,158,553.18

Resolution Adopting Assessment For Petition and Waiver Agreement Reidhead Improvements

***Resolution #10.7-18***

***Resolution Adopting Assessment For Petition and Waiver Agreement Reidhead Improvements  
(on file)***

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

**VISITORS TO THE COUNCIL**

Jeff Bjergum - no show

**Karen Ducharme, SEMMCHRA** – Ms. Beranek, Deputy Director of SEMMCHRA, stated that they are here to have the Mayor and City Administrator sign the small cities grant for preservation of housing. They had a positive response rate to the survey for the preservation of commercial and housing. They would like to do a commercial/housing application now followed by a housing/rental housing application in two years. The next steps are the preliminary proposal due November 15 and the State anticipates ratings by December 13, 2018; as soon as they get the rating we will have

to hold a public hearing. The full application is due February 28, 2019 and the final award will be May or June of 2019. Administrator Coleman stated that DEED will allow the City to transfer some Federal dollars to this Small Cities Development Grant and we can use those funds to leverage the application. **Motion to Allow the Mayor and City Administrator to Sign the Preliminary Application made by Councilperson Buck, second by Councilperson Egger with All Voting Aye. Motion to Transfer the MIF funds to Small Cities Development Grant made by Councilperson Egger, second by Councilperson Borgstrom with All Voting Aye.**

**Art Tiff – Library Director** – new flag poles, landscaping, work for both the landscaping and installing the flag poles and lighting were donated to the library by the VFW, Lions Club and an anonymous donor. On November 9, 2018 there will be a dedication. The time has not yet been set. Mayor McKern asked about the roof issue. Director Tiff stated that they are still trying to resolve this. Councilperson Buck asked about a warranty, Director Tiff stated there is a 5 year on the flat roof and 20 year on the dome.

**PUBLIC FORUM**

**PUBLIC HEARING**

**COMMITTEE REPORT**

**OLD BUSINESS**

**Water Tower Signage** – Councilperson Zelinske confirmed with Don Westfall that he is happy with this language that has been handed out tonight. Mr. Westfall stated that we are all on the same page with the studio, the design and good with the language. **Motion to Approve the Sign and Language as Presented made by Councilperson Zelinske, second by Councilperson Buck with All Voting Aye.**

**NEW BUSINESS**

**Campaign Signs** – Councilperson Zelinske stated that he asked for this to be added and wanted the candidates to know that name and address are supposed to be prominently shown.

**Fee Schedule** – Mayor McKern asked for this to be on for everyone to go over and come back with any suggestions before the budget is set. Administrator Coleman stated that the utility pages have been updated with those that are in the proposed budget. Council asked that this be on the second November meeting for approval.

**MAYOR’S REPORT**

**ADMINISTRATORS REPORT**

**Resolution Opposing the Concept of Allowing Strong Beer, Spirits and Wine to be sold, for the Purpose of off Premise Consumption at Any Outlet Other than the Municipal Liquor Store.**

MMBA is encouraging cities with municipal liquor stores to approve this resolution opposing allowing sales of strong beer, spirits and wine.

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

***Resolution #10.8-18***

***Resolution Opposing the Concept of Allowing Strong Beer, Spirits and Wine to Be Sold, For the Purpose of Off Premise Consumption, At Any Outlet Other Than the Municipal Liquor Store.***

*(on file)*

**ENGINEER'S REPORT**

**PERSONNEL**

**Kelly Bell Hours Reduction – Motion Acknowledging the Request to Reduce Hours made by Councilperson Egler, second by Councilperson Buck with All Voting Aye**

**Resignation of Gary Scofield – Motion to Accept Gary Scofield's Resignation Effective Last Shift December 30, 2018 made by Councilperson Buck, second by Councilperson Egler with All Voting Aye.**

**New Hire Replacement – Norland – Motion to Approve Chief Berghuis' Recommendation Moving Part Time Officer Norland to Fulltime as of December 31, 2018 made by Councilperson Zelinske, second by Councilperson Egler with All Voting Aye.**

**New Hire – Additional Officer – Councilperson Borgstrom asked Chief Berghuis if he will be cutting the part time use back to offset the fulltime officer, Chief Berghuis affirmed this. This will alleviate scheduling headaches. Motion to Approve Hiring A Full time Officer Effective January 1, 2019 made by Councilperson Egler, second by Councilperson Zelinske with All Voting Aye.**

**Insurance Proposal – The unions have been provided notice and the new insurance plan will save the employees money and will save the City a significant amount of money. Motion to Approve the New Insurance Plan with PEIP made by Councilperson Egler, second by Councilperson Buck with All Voting Aye.**

**ATTORNEY**

**CORRESPONDENCE**

Correspondence was reviewed.

**ADJOURN 6:41 PM Motion to Adjourn made by Councilperson Egler, second by Councilperson Borgstrom with all voting Aye to Adjourn.**

**ATTEST:**

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Linda Rappe, City Clerk

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Chris McKern, Mayor