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KASSON CITY COUNCIL REGULAR MEETING MINUTES

March 28, 2018

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 28th day of March, 2018 at 6:00 P.M.

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

THE FOLLOWING MEMBERS WERE ABSENT: Borgstrom

THE FOLLOWING WERE ALSO PRESENT: City Administrator Theresa Coleman, City Attorney Melanie Leth, City Clerk Linda Rappe, City Engineer Brandon Theobald, Finance Director Nancy Zaworski, Everett Paulson, Adam Heymann, Todd Suhr and Judy Zelinske

COUNCIL

Approve agenda

Remove: F.1 to reschedule to April 11 due to scheduling conflicts

Change: K.1 Water/wastewater operator II job description only

Change: A.2.e. – Change of amount to \$128,446.84 on Pay Request #8

Add: J.3 Safe routes to school grant application

Remove: E.1 – Arena Update

Motion to Approve the Amended Agenda made by Councilperson Egger, second by Councilperson Zelinske with all voting Aye.

Consent Agenda

Minutes from March 14, 2018 Regular Meeting

Claims processed after the March 14, 2018 regular meeting, as audited for payment in the amount of \$349,960.44

Acknowledge Committee Minutes:

Planning Commission Draft 3-12-18

Pay Request #8	SL Contracting	\$128,446.84	2017 Street Assessment Project
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Change Order #2	SL Contracting	\$7500.00	2017 Street Assessment Project
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Resolution Accepting Donation to Kasson Park and Recreation Department

Resolution #3.3-18

***Resolution Accepting Donations for the Park and Recreation Department
(on file)***

Motion to Approve the Consent Agenda made by Councilperson Buck, second by Councilperson Zelinske with all voting Aye.

VISITORS TO THE COUNCIL

PUBLIC FORUM

Todd Suhr –1001 5th St NW – Save the Sirens Petition - Mr. Suhr addressed the Council regarding what was in the news this week regarding a request to stop the sirens three times a day. He has started a save the siren petition and 530 people so far have signed the petition.

Adam Heymann - 405 1st Ave SW – Mr. Heymann would like to close 1st Ave SW, between 4th St and 5th St they are having a wedding at their house on June 16, 2018. The closure would be from noon to 10:00PM. The only other person affected is Wade and Jamie Finnie and they have submitted a letter that they support it.

PUBLIC HEARING

COMMITTEE REPORT

CUP for Church/School – As a result of the zoning being denied at the last meeting. **Motion to Adopt the Resolution made by Councilperson Egger, second by Councilperson Zelinske with all voting Aye.**

Resolution #3.4-18

Resolution Denying a Conditional Use Permit to Allow for Church and Private Education Institution at 105 Mantorville Ave S, Kasson, MN
(on file)

CUP for Child Care Facility – As a result of the zoning being denied at the last meeting. **Motion to Adopt the Resolution made by Councilperson Zelinske, second by Councilperson Egger with all voting Aye.**

Resolution #3.5-18

Resolution Denying a Conditional Use Permit to Allow for Child Care Facility Serving 13 or more Persons at 105 Mantorville Ave S, Kasson, MN
(on file)

Resolution Amending Resolution Denying Zoning Map Amendment for 105 S Mant Ave. –

Administrator Coleman stated that there was an error on the resolution and the property should remain C-M not C-2.

Motion to Approve the Amended Resolution changing that the property is remaining C-M and not C-2 made by Councilperson Buck, second by Councilperson Egger with all voting Aye.

Resolution #3.1-18 Amended

Resolution Denying a Zoning Map Amendment for the Property Known as 105 Mantorville Ave S, Kasson, MN
(on file)

Councilperson Buck reported on the Park Board meeting held last night – there are 18 softball teams for the summer, Ron Unger has all of the aquatic center hiring done, 35-45 boulevard trees have been ordered so far, they are planting 3 trees in East Diamond Park for Arbor Day and the “Clean it up” campaign will be on May 5, 2018.

OLD BUSINESS

NEW BUSINESS

MAYOR’S REPORT

Proclamation for National Library Week – The Mayor Proclaimed April 8-14, 2018 as National Library Week

DARE Graduation – Mayor McKern attended the graduation of 150 5th graders from the DARE program.

Planning Session Recap – Mayor McKern thanked attendees Administrator Coleman. Finance Director Zaworski, Engineer Theobald and Public Works Director Bradford for the information they provided.

Upcoming Comp Plan Open House May 14th 6:30pm at City Hall – The Open House will be at 5:30PM with the public hearing at 6:30PM

CEDA Regional Development Tour stopping in Kasson – Kasson is on the CEDA Regional Development Tour this year. There is more information in the Economic Development Coordinators report in correspondence.

ADMINISTRATORS REPORT

Future DMC Presentation – Lisa Clark, Executive Director for the DMC Economic Development Agency would like an opportunity to come and give an update. The Council agreed to invite her to give a 15 min presentation at a future council meeting.

Potential Meeting with Senator Senjem – Senator Senjem would like an opportunity to meet with the City Council. The Council agreed doing a meeting in conjunction with the Comprehensive Plan rollout. Engineer Theobald will contact Senator Senjem to give him an update on funding for 16th St NE.

ENGINEER'S REPORT

Resolution Establishing 11th St. NE as a Municipal State Aid Street. – Engineer Theobald stated that this is on the north side of fair grounds, due to our growth we are allowed to designate more street and potentially get more money. The Council asked if there is criteria to designate a street. Engineer Theobald stated that it has to be contiguous to a current MSAS street and have a higher traffic volume and it fits with how many miles of streets we can allocate. **Motion to Approve the Resolution made by Councilperson Buck, second by Councilperson Egler with all voting Aye.**

Resolution #3.6-18

*Resolution Establishing Municipal State Aid Streets
(on file)*

2017 Street Project - Open House – A kick off meeting for 2018 portion of the 2017 street assessment project at 1:00PM and 6:00PM on April 5, 2018 at City Hall. Once the project start there will be weekly meetings will be on the corner just west of the pool at 9AM and 5:30PM.

Preconstruction meeting will be on April 5, 2018 at 10:30 at the Public Works Building.

Safe Routes to School Grant Application - Engineer Theobald stated that the City has been awarded the \$300,000 from MnDOT for Safe Routes to School Grant for the trails and sidewalks around the school. This is a project for 2022.

PERSONNEL

Approve all Job Descriptions – Water/Wastewater Operator II only – This position is what the Public Works Director is requesting. **Motion to Approve the Water/Wastewater Operator II made by Councilperson Zelinske, second by Councilperson Egler with all voting Aye.**

Accept resignation of Nick Fitch – **Motion to Accept the Resignation of Nick Fitch and Thanked Him for His Service made by Councilperson Egler, second by Councilperson Buck with all voting Aye.**

Approve Posting Position – **Motion to Approve posting the position of Water/Wastewater Operator II made by Councilperson Egler, second by Councilperson Zelinske with all voting Aye.**

ATTORNEY

Lease for Old Library Building 16 1st Ave NW – Attorney Leth stated that Section Ten of the Lease regarding improvements was added to the lease. Other language to be added is regarding the market value of rent. Mayor McKern handed out an escalating scale for rent over 5 years as a sample. This lets the renter adjust their business plan for increasing rent each year. Council agreed to include this in the lease as an attachment/guideline. This will be incorporated and brought back to next meeting.

Closed Meeting – Real Estate Offers and Counteroffers

Meeting was closed at 6:35pm to discuss real estate offers and counteroffers.

Meeting re-opened 7:06PM: Mayor McKern stated that there was an update from the City Attorney on real estate offers and counteroffers. **Motion to Authorize city staff to approach the owners of the property on the southeast corner of 16th St NE and Mantorville Ave regarding an option to acquire made by Councilperson Egler, second by Councilperson Buck with all voting Aye.**

CORRESPONDENCE - Correspondence was reviewed

ADJOURN 7:32PM

ATTEST:

Linda Rappe, City Clerk

Chris McKern, Mayor