

**KASSON CITY COUNCIL REGULAR MEETING MINUTES**  
**September 12, 2018**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 12th day of September, 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, Finance Director Nancy Zaworski, Duane Burton, Judy Zelinske, Jerry Struthers, Jerry Berg, Melisa Ferris, Jason Wilker, Julie Nagorski, Tim O'Morro, Sean Kelly, Janice Borgstrom-Durst and Ken Durst, Phil Johnson

**APPROVE AGENDA**

REMOVE: E.3 Resolution for Revocation

**Motion to approve the Amended Agenda made by Councilperson Egger, second by Councilperson Buck with all Voting Aye.**

**CONSENT AGENDA**

Minutes from August 22, 2018

Claims processed after the August 22, 2018 regular meeting, as audited for payment in the amount of \$926,623.87

Pay Request	#14 Final	DN Tanks	WWTP Imp	\$92,988.42
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Pay Request	#12	SL Contracting 2017 Str Assessment	\$537,953.02
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Minutes:

- i. Park Board Minutes – August
- ii. EDA Minutes – August
- iii. Planning Commission Minutes – July

Resolution Certifying Delinquent Claims to County Auditor

***Resolution #9.1-18***

***Resolution Certifying Delinquent Claims to the County Auditor***  
***(on file)***

Conferences:

Krista Weigel	TAC Workshop	BCA St. Paul	Feb 14, 2019	\$25
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**Motion to Approve the Consent Agenda Made by Councilperson Zelinske, second by Councilperson Egger with All Voting Aye.**

**VISITORS TO THE COUNCIL**

**PUBLIC FORUM**

Jerry Berg – 506 5<sup>th</sup> Ave NW – Mr. Berg stated that the storm sewer is shallower in his area than in others and has talked with Tyler Baumbach and Engineer Theobald and they have tried to reassure him that it will drain. Mr. Berg believes that since his sump runs year round he is concerned it may freeze. Mr. Berg gave potential solutions; a sump drain low enough so that lines would run into it or leave sump basin and run a force main to 5<sup>th</sup> and 5<sup>th</sup>, or run a large tile line through the church property to the west to 8<sup>th</sup> Ave NW. Engineer Theobald stated that Mr. Berg’s storm sewer is 2 to 2 ½ feet deep. Theobald thinks this will be fine and there would be a concern if this has frozen in the past.

Julie Nagorski – Attorney for Jason Wilker - confirmed that the revocation is off the agenda.

**COMMITTEE REPORT**

**Resolution for Preliminary Plat – Casey’s General Store** – Administrator Coleman stated that the City is requesting access through Casey’s parking lot to Struthers property should this be developed in the future. Councilperson Buck asked for clarification on the Casey’s Plat vs. the lots in front of Shopko. Administrator Coleman stated that the situations are the same and this is something we need to look at in the future. **Motion to Approve the Preliminary Plat for Casey’s General Store Addition made by Councilperson Zelinske, second by Councilperson Egger with All Voting Aye.**

*Resolution #9.2-18*

*Resolution Approving The Preliminary Plat of Casey’s General Store Addition  
(on file)*

**Resolution for Final Plat – Casey’s General Store – Motion to Approve the Final Plat for Casey’s General Store Addition, made by Councilperson Egger, second by Councilperson Zelinske with All Voting Aye.**

*Resolution #9.3-18*

*Resolution Approving the Final Plat for Casey’s General Store Addition  
(on file)*

**Hoisington-Koegler Revised Proposal** – This is a revised proposal to not exceed \$8,000. This would be getting Hoisington’s assistance but staff and Planning Commission will be doing most of the work. Mayor McKern stated this is in the planning and zoning budget. Councilperson Borgstrom would like to know how Hoisington-Koegler Group would calculate the billing. **Motion to Accept Proposal made by Mayor McKern, second by Councilperson Zelinske . Ayes: Buck, Egger, McKern and Zelinske Nays: Borgstrom**

Staff will get clarification on the billing method.

**EDA Update** Mayor McKern stated that there is a transfer from the Electric Fund to the EDA for \$20, 000 for 2019 for a special program that the EDA is going to offer. This would be a business façade improvement program that would allow businesses to apply for a 50/50 matching grant up to \$2,000. The EDA will develop the program at their October meeting and then it will come back to Council.

**OLD BUSINESS**

**Q The Music and Cars** – This is informational only. They are going to wait until 2019 to start this.

**Preliminary Budget** – Mayor McKern stated that at the last meeting the budget was at 20% and this budget is 6.97%. Contractual obligations are a little over 5% increase. Mayor McKern went through changes he has requested after talking with Department Heads. **Motion to Approve the Preliminary Budget at 6.97% made by Councilperson Egger, second by Councilperson Zelinske with All Voting Aye.**

**Resolution Approving Preliminary 2018 Tax Levy Collectible in 2019 – Motion to Approve the Resolution Approving Preliminary 2018 Tax Levy, Collectible in 2019 made by Councilperson Zelinske, second by Councilperson Egger with All Voting Aye.**

*Resolution #9.4-18*

*Resolution Approving Preliminary 2018 Tax Levy, Collectible in 2019  
(on file)*

**Zumbro Water Trail Corridor** – Administrator Coleman referred to the letter from Oronoco.

**Ordinance Regarding Utility Infrastructure** – This is from an inquiry at the last meeting regarding who pays for the water shut off that broke when they were trying to shut off water to the house. The City's Ordinance states that the main to the house is the homeowner's responsibility. The Council discussed whether the City should continue to shut off water for homeowners or if there should be a waiver signed before. The Council was in consensus to offer Mr. Kleeberger a petition and waiver so the homeowner will have an avenue to pay this bill.

#### **NEW BUSINESS**

**MMUA 2018-19 Safety Management Program Contract – Motion to Approve the Contract made by Councilperson Buck, second by Councilperson Zelinske with All Voting Aye.**

**Tax Forfeited Property** – This piece of property includes Masten Creek just north and east of the bridge on Veterans Memorial Hwy. The DNR first has to release this property.

**Single Audit – WWTF Expansion – Motion to Approve the Audit made by Councilperson Egger, second by Councilperson Buck with All Voting Aye.**

#### **MAYOR'S REPORT**

Report from the liquor store; sold almost 2 tons of ice, 1,456 cases of beer. The sales are up 27% from last year.

#### **ADMINISTRATORS REPORT**

**Electric Utility Update MMUA** – Administrator Coleman stated that the City has not received the signed service by exception agreement from Xcel Energy. MMUA has put together a meeting of cities that are expanding and want to acquire territory.

**Assessment Deferrals** – The Assessment deferrals for the street project need to be renewed each year. There are no new assessment deferral requests. **Motion to Approve the Assessment Deferrals made by Councilperson Zelinske, second by Councilperson Egger with All Voting Aye.**

**ENGINEER'S REPORT**

**16<sup>th</sup> St Roundabout Next Steps and Budget** – Engineer Theobald stated that this is just for discussion, direction and next steps. There are two developers that would like to develop and are hindered by the lack of a road. This would take 16<sup>th</sup> St to the west to the dump road. Staff is looking at DEED funding and it is a 50/50 matching grant; CEDA would assist in the grant writing. MnDOT would be a partner in this project since it abuts a state highway. The City would have to push this with MnDOT and take the lead and do an intersection analysis which would cost about \$25,000. Theobald stated that there is MSAS money once we get some other funding secured. The City could also use development agreements with the developers. There is not a grant for analysis. A timeline would be to do the analysis this winter in case we can get this into the 2021 project. Finance Director stated this would be a 2019 budget discussion.

**PERSONNEL**

**Fire Department Resignations – Motion to Accept the Resignations of Spencer Klemm and Rob Buresch made by Councilperson Buck, second by Councilperson Egglar with All Voting Aye**

**ATTORNEY**

Closed Session for Attorney/Client Privilege

Closed at 7:10

Opened 7:34 Attorney gave updates on special assessment strategy and on the Wilker court date. Council gave the attorney direction on how to proceed.

**CORRESPONDENCE**

Correspondence was reviewed

**ADJOURN 7:30PM Motion to Adjourn made by Councilperson Buck, second by Councilperson Egglar with all voting Aye to Adjourn.**

**ATTEST:**

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Linda Rappe, City Clerk

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Chris McKern, Mayor