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**KASSON CITY COUNCIL REGULAR MEETING MINUTES  
November 14, 2018**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 14th day of November, 2018 at 6:00 P.M.

**THE FOLLOWING MEMBERS WERE PRESENT:** Borgstrom, Buck, Eggler, 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, Police Chief Kent Berghuis, Investigator Jesse Reding, Emergency Services Assistant Krista Weigel, Police Officers Matt Stradtmann and Matt Norland, Finance Director Nancy Zaworski, Don Westfall, Linda Jerviss, Duane Burton, Scott Larson, Richard Hanenberger, Lawrence and Carole Larson, Candy McKern, Ashton Krugman and Alex Malm

**PLESGE OF ALLIEGENCE**

**APPROVE AGENDA**

**COUNCIL**

**APPROVE AGENDA**

Add: J.3 Pay Request from SL Contracting for 2017 street project for \$592,773.95.

F.2 Dodge County Historical Society

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

**CONSENT AGENDA**

Minutes from October 24, 2018

Minutes from October 29, 2018 Special Meeting

Claims processed after the October 24, 2018 regular meeting, as audited for payment in the amount of \$806,811.11

Resolution Authorizing Investment of Funds and Designation of Official Depositories

***Resolution #11.1-18***

***Resolution Authorizing Investment of Funds and Designation of Official Depositors for the City of  
Kasson  
(on file)***

Acknowledge Committee Minutes

Planning Commission, July 09, 2018

Planning Commission, August 6, 2019

EDA, July 10, 2018

EDA, August 7, 2018

Park Board Minutes, June 19, 2018

Park Board, August 21, 2018

Library Board Minutes, April 2018  
Library Board Minutes May 2018  
Library Board Minutes June 2018  
Library Board Minutes July 2018  
Library Board Minutes September 2018  
Park Board Minutes, October 2018

Conferences:

Paul Lindgren DMT-G Certification Feb 5-7, 2019 St. Paul, MN \$375.00  
Linda Rappe IIMC Region Meeting Jan 25-26, 2019 LaCrosse, WI \$150.00

Councilperson Buck asked to move 2.e.3 to new business and add to the top of City Council Minutes that the video is on line.

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

**VISITORS TO THE COUNCIL**

**Presentation for Police Reserves** - Presentation by Police Chief Berghuis and Investigator Reding to recognize Scott Larson and Richard Hanenberger for 20 years on the police reserves.

**PUBLIC FORUM**

**PUBLIC HEARING**

**COMMITTEE REPORT**

**EDA - MnDOT Community Roadside Landscaping Partnership Program Resolution** – Administrator Coleman stated that this is part of the Comprehensive Plan and would entail plantings around the exit from Hwy 57 onto W Hwy 14 in MnDOT right of way. The City would maintain the planting bed but MnDOT would still do their mowing.

**Motion to Accept the Resolution authorizing the application for the grant made by Councilperson Egger, second by Councilperson Buck with All Voting Aye.**

***Resolution #11.2-18***

***Resolution Authorizing Application and Designation of Authorized Primary Contact Persons for MnDOT's Community Roadside Landscape Partnership Program  
(on file)***

**CEDA Contract** – Administrator Coleman stated that the annual contract is due for renewal to provide us with an EDA Coordinator.

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

**OLD BUSINESS**

**Group Health Clarification** – Clerk Rappe wanted to make sure that the Council understood that the insurance change is a 2 year commitment.

**Motion to Approve the PEIP Insurance plan with a two year commitment made by Councilperson Egger, second by Councilperson Zelinske with All Voting Aye.**

**Full SEMMCHRA Application**

This is information only it was already approved when SEMMCHRA attended the council meeting.

**Dodge County Historical Society** - Councilperson Borgstrom stated that the plaque is not the same style of sign as rest of the county. Councilperson Zelinske stated what was discussed and approved at the last Council meeting. Don Westfall, Director of the Dodge County Historical Society, believes that they should all go back and study both texts from the DCHS and the City. Mr. Westfall stated that he emailed everyone the original text and he was not consulted on the new version. Mr. Westfall stated that the language that was approved at the council was not the text that was approved by the DCHS. The color of the sign can be determined and the style is agreed on. The Mayor asked that the entire water tower committee have a meeting and bring back the final suggestion to the next meeting.

**NEW BUSINESS**

**Canvass 2018 Municipal Election Results** – Clerk Rappe referred to the abstract that was included in the packet.

**Motion to Approve the Results of the 2018 Municipal Election made by Councilperson Borgstrom, second by Councilperson Buck with All Voting Aye.**

**Minutes of September 10 Planning Commission Meeting** – Councilperson Buck does not agree with the way the minutes were written from when Chairman Ferris asked him if he recused himself. Councilperson Buck would like it on record that he did not recuse himself. Clerk Rappe noted that the October Planning Commission minutes include a statement from Mr. Buck on the record; those minutes have not yet been approved by the Planning Commission.

**MAYOR’S REPORT**

**ADMINISTRATORS REPORT**

**LMC Experienced Officials Conference**

Eggler, McKern and Zelinske are all interested and will check dates.

**ENGINEER’S REPORT**

**16<sup>th</sup> Street NE Improvements** – MnDOT LRIP Funding Award of \$1,000,000 - Engineer Theobald stated that the City received the million dollar grant from MnDOT and we can use the MSAS money which we have about \$1M in there now for the match. MnDOT would like us to build it as soon as possible and he needs to get working on it if this is for 2019. Mayor McKern stated that there is some spillover that MSAS does not cover. Finance Director Zaworski stated that \$50,000 could be put in the budget to do this next year.

**Motion to Approve the Professional Services Agreement and to do this Project in 2019 and to use MSAS money and the Grant made by Councilperson Eggler. Second by Councilperson Zelinske with All Voting Aye.**

**Proposal to Dodge County** – Engineer Theobald referred to the map in the packet that shows two easements one for trail easement and this is in our SRTS for 2022 and the second is the easement to build a new water tower and staff is proposing to construct a main from the tower to their concession building at city expense in exchange for most of the easement.

**Motion to Approve the Proposal to Dodge County and the Fair Board made by Councilperson Egger, second by Councilperson Zelinske with All Voting Aye.**

**Pay Request SL Contracting for 2017 street project** – This is pay request #14 from SL Contracting for \$592,773.95. Engineer Theobald updated the Council on the street construction project; due to a rainy fall the contractor has fallen behind with sodding and could hydro seed until spring. **Motion to Approve the Pay Request made by Councilperson Buck, second by Councilperson Borgstrom with All Voting Aye.**

**PERSONNEL**

**Hire fulltime Officer Recommendation** –This is the additional person that is in the preliminary levy for 2019. **Motion to add Matt Stradtman as a fulltime officer starting January 1, 2019 if this is left in the final budget and approved made by Mayor McKern, second by Councilperson Egger with All Voting Aye.**

**ATTORNEY**

**Agreement of Sale** – Attorney Leth stated that the purchase agreement for the lot adjacent to Shopko had a contingency that required the buyer to obtain access from Shopko by October 1, 2018 and it states that the date can be extended by the Council. Mayor McKern stated that Mr. Carlson left him a message that he is finishing details with MnDOT. **Motion made by Mayor McKern to extend the agreement 90 days from today, second by Councilperson Buck with All Voting Aye.**

**CORRESPONDENCE** - Correspondence was reviewed.

**ADJOURN 6:55 PM** **Motion to Adjourn made by Councilperson Borgstrom, second by Councilperson Zelinske with all voting Aye to Adjourn.**

**ATTEST:**

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Linda Rappe, City Clerk

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Chris McKern, Mayor