

KASSON CITY COUNCIL REGULAR MEETING AGENDA

Wednesday, March 22, 2023

6:00 PM

PLEDGE OF ALLEGIANCE

6:00 A. COUNCIL

1. Approve agenda - Make additions, deletions or corrections at this time.
2. Consent Agenda - All matters listed under Item 2, Consent Agenda, are considered to be routine and non-controversial by the City Council and will be enacted with one motion. There will not be separate discussion of these items unless a Council Member so requests, in which case the item will be removed from the Consent Agenda and will be considered separately.

a. Minutes from March 8, 2023

b. Claims processed after the March 8, 2023 regular meeting, as audited for payment

c. Evaluations:

- i. Corey Carstensen Streets/Parks Worker at top of scale Grade 7, Step 7 \$29.08
- ii Isaac Thoe W/WW Oper II inc to Grade 9 Step 2 \$28.36 eff 3/25
- iii. Gerald Runnells Investigator inc to Gradt 13 Step 3 \$38.41 eff 3/1

d. Committee/Commission/Board Minutes:

- i. March FD Mtg Minutes
- ii. Feb Library Board Minutes
- iii Feb Planning Commission Minutes
- iv. March Planning Commission Minutes (Draft)
- v. Feb Park Board Minutes (Draft)

e. Conferences:

- i. Ben Langan Sweeper School Waco, TX 5/1-4/23 \$0
- ii. Steve Burke Sweeper School Waco, TX 5/1-4/23 \$0
- iii Josh Hanson Labor Contract/Negotiations April 4-5 Mankato \$250
- iv. Jesse Kasel Red Dot Sight Pistol Instructor Course April 1-2 Jordan, MN \$499

f. Resolution Accepting Donation to Promote Positive Police/Community Interactions Initiative

B. VISITORS TO THE COUNCIL

C. MAYOR'S REPORT

D. PUBLIC FORUM

- May not be used to continue discussion on an agenda item that already had been held as a public hearing.
- This section is limited to 15 minutes and each speaker is limited to 4 minutes.
- Speakers not heard will be first to present at the next Council meeting.
- Speakers will only be recognized once.
- Matters under negotiation, litigation or related to personnel will not be discussed.
- Questions posed by a speaker will generally be responded to in writing.
- Speakers will be required to state their name and their address for the record.

E. PUBLIC HEARING

1. Liquor Ordinance Amendment
2. Tobacco Ordinance

F. COMMITTEE REPORT

1. Planning Commission - RCA Kwik Trip CUP for Electronic Sign
 - i. Resolution for Electronic Sign
2. Planning Commission – Recommendation for LC Trucking
 - i. Letter from Leon Cunningham
 - ii. Map
 - iii. Dodge County Application
3. Solar Farm Proposal/Annexation
 - i. Map of Area and Letter to Planning Commission
4. Park Board Recommendations (Refer to Park Board Minutes in this packet):
 - i. Approve Eagle Scout Project
 - ii. KAC Wages
 - iii. Hire Assistant Managers
 - iv. Approve Signage for Vets Park Stone Wall

G. OLD BUSINESS

1. Utility Easement at Fire Department

H. NEW BUSINESS

1. Planning Dept Report – Parking Study

I. ADMINISTRATOR’S REPORT

1. THC Ordinance – Draft

J. ENGINEER’S REPORT

1. 16th Street Roundabout
 - i. Resolution Awarding Contract
2. TH57 Reconstruction/16th St. Roundabout
 - i. Open House – Thursday, March 30 4-6PM City Hall Council Chambers

K. PERSONNEL

1. Approve Matthew Lawrence Return from LOA
2. Closed Session Personnel Policy Review

L. ATTORNEY

M. CORRESPONDENCE

1. Cash and Investment Summary
2. Income Statement

N. ADJOURN

KASSON CITY COUNCIL REGULAR MEETING MINUTES

Wednesday, March 8, 2023

6:00 PM

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 8th day of March, 2023 at 6:00 PM.

THE FOLLOWING MEMBERS WERE PRESENT: Christensen, Egger, Ferris and McKern, Johnson

THE FOLLOWING MEMBERS WERE ABSENT: None

THE FOLLOWING WERE ALSO PRESENT: City Administrator Timothy Ibsch, City Clerk Linda Rappe, Asst City Administrator/Finance Director Jessica Royer, Police Chief Josh Hanson, City Attorney Melanie Leth, City Engineer Brandon Theobald, Dave Dubbels, Tim O'Morro, Ken and Janice Borsgtrom-Durst, Rose Koss, Ken and Susan Schuck, Vera Schuck, Ann Schick, Michael and Autumn Richardson, Bruce Musolf, Clark Holz, Dana Meyer and Scott Andrist

PLEDGE OF ALLIANCE

Approve Agenda

Motion to approve the Agenda as Presented made by Councilperson Christensen, second by Councilperson Egger with All Voting Aye.

Consent Agenda

Minutes from February 22, 2023

Claims processed after the February 22, 2023 regular meeting, as audited for payment in the amount of \$213,337.15

Pay Request Rochester Sand and Gravel SRTS #2 \$46,625.52

Refuse Haulers Licenses

Hometown Haulers

LRS of MN

Skjeveland Enterprises

Waste Management of Rochester

Pay Estimate – Maguire Iron Fairgrounds Watertower #12 \$19,000

Motion to Approve the Consent Agenda made by Councilperson Ferris, second by Councilperson Johnson with All Voting Aye.

VISITORS TO THE COUNCIL

MAYOR'S REPORT

PUBLIC FORUM

PUBLIC HEARING

2023 Street Project

Presentation – Brandon gave the presentation and went through the project and schedule. There will be a construction meeting at a later date for questions on construction and when that is starting etc.

Public Comments

Public Hearing Opened

Dana Meyer, 601 6th Ave NE – he misunderstood and thought the assessment was each year not as a total of \$2020.77. The City Engineer clarified the assessment process.

Rose Koss – 603 6th Ave NE - question on deferment. Ms. Koss was instructed to come to City Hall and get the form from the City Clerk or Finance Director.

Bruce Musolf – 204 4th Ave NE – question on after this is done will the city not have to pump out the manholes. Engineer Theobald stated that this is a bigger problem that is part of the I and I project and there will be some lining done on 4th Ave NE but we are working on this from several different directions. Mr. Musolf is also concerned after reclaiming that it gets paved and not sit all summer.

Janice Borgstrom – Durst – 401 3rd Ave NW – questioned how the City came up with the interest rate. Mayor McKern stated that City Policy and all of the other assessment projects have been prime plus 1.5 and this one will be the same.

Scott Andrist – questioned where the money was going from the wheelage tax. Mayor McKern stated that he would have to ask the County about that because we do not benefit from that.

Public Hearing Closed

Written Comments – Mayor McKern stated that the written comments are in the Council packet and public packet.

Resolution Adopt Assessments – Mayor McKern recommended moving forward and stated that in the interest of fairness we do not want to treat this project differently. Councilperson Johnson would like to find a way to pay and not assess. MN State Statute 429 requires that the City assess at least 20%. After much discussion Mayor McKern made a **Motion to Adopt the Assessments, second by Councilperson Egger. Ayes: Christensen, Egger, Ferris and McKern. Nay: Johnson. Motion passes.**

Resolution #3.1-23

***Resolution to Adopt the Assessment
(on file)***

Assessment Roll

Resolution Awarding Contract – **Motion to approve the Resolution awarding contract to Rochester Sand and gravel made by Councilperson Ferris, second by Councilperson Christensen with All Voting Aye.**

Resolution #3.2-23

***Resolution Awarding Contract and Approving 2023 Street Improvement Project Bid
(on file)***

COMMITTEE REPORT

OLD BUSINESS

Discussion on Liquor Ordinance Amendments – This is to amend Section 110.22 to comply with MN State Statue.

NEW BUSINESS

Bid Letting and Bonding – Administrator Ibisch stated that we are looking at a 30-year dead issuance. Staff is requesting the Council to authorize the bid letting and coordination with David Drown on financing. This would have an early call feature. **Motion to go out for bid with ICS and to coordinate with David Drown, made by Councilperson Egger, second by Councilperson Johnson with All Voting Aye.**

Resolution Establishing Procedures Relating to Compliance with Reimbursement Bond Regulation Under the Internal Revenue Code

Motion to Approve made by Councilperson Christensen, second by Councilperson Johnson with All Voting Aye.

Resolution #3.3-23

***Resolution Establishing Procedures Relating to Compliance with Reimbursement Bond Regulations Under the Internal Revenue Code
(on file)***

ADMINISTRATOR'S REPORT

Administrator's Report – Administrator Ibisch went through his report.

MISO Cost of New Entry

Capacity Auction - Administrator Ibisch has procured 3 mw from Sleepy Eye and 2 from Springfield, Mountain Lake has a PUC mtg tomorrow and we are signed up for 2MW and Kenyon has promised 1 mw but we do not have the document yet. The goal is 8.5.

Administrator Ibisch stated that the auditors will be presenting probably April 12 and starting at 6PM.

ENGINEER'S REPORT

Brandon gave an update on current projects.

PERSONNEL

ATTORNEY

CORRESPONDENCE

Correspondence was reviewed

ADJOURN 7:15PM

Motion by Councilperson Ferris, second by Councilperson Eggler with All Voting Aye.

ATTEST:

Linda Rappe, City Clerk

Chris McKern, Mayor

SIGNATURE PAGE

THE ATTACHED LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED
FOR PAYMENT.

THIS INCLUDES WARRANT NUMBERS:

*1 — #4

GRAND TOTAL SUBMITTED FOR PAYMENT \$ 750,071.30

DATE APPROVED: 03-22-2023

#1	\$82,246.59
#2	17,349.93
#3	64,681.78
#4	585,793.00
	<hr/>
	\$750,071.30

03/10/23
08:32:57

CITY OF KASSON
Claim Approval List
For the Accounting Period: 3/23
For Pay Date: 03/10/23

Page: 1 of 4
Report ID: AP100V

#1

For Pay Date = 03/10/23

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
41376		2160 ABM EQUIPMENT & SUPPLY LLC	850.87						
	0173261-IN	02/09/23 ANN'L INSPECT-FORESTY BOOM	850.87			101 524 4524	430		1010
		Total for Vendor:	850.87						
41383		5098 CARDMEMBER SERVICE	901.29						
	02/02/23	L.S. ST. PATS PROMOTION	9.01			609 976 4976	343		1010
	02/02/23	L.S. ST. PATS PROMOTION	135.20			609 976 4976	343		1010
	02/02/23	L.S. COUNTERFEIT DETECT PENS	32.20			609 976 4976	210		1010
	02/15/23	DROPBOX UPGRADE	89.91			101 111 4111	430		1010
	02/15/23	DROPBOX UPGRADE	29.97*			101 191 4191	430		1010
	02/16/23	NAIG-MCFOA CONF REGISTRATION	305.00			101 140 4140	333		1010
	02/17/23	LANGAN-TREE CERTIFICATION CLAS	50.00			101 524 4524	333		1010
	02/17/23	CARSTENSEN-TREE CERTIFICATION	50.00			101 524 4524	333		1010
	02/17/23	M RAPPE-TREE CERTIFICATION CLA	50.00			101 524 4524	333		1010
	02/17/23	BURKE-TREE CERTIFICATION CLAS	50.00			101 524 4524	333		1010
	02/17/23	BOLSTER-TREE CERTIFICATION CLA	50.00			101 524 4524	333		1010
	02/17/23	ULVE-TREE CERTIFICATION CLAS	50.00			101 524 4524	333		1010
		Total for Vendor:	901.29						
41384		157 LEAGUE OF MINNESOTA CITIES	20.00						
	376340	02/03/23 IBISCH-SAFETY/LOSS CONTROL WKS	20.00			101 140 4140	332		1010
		Total for Vendor:	20.00						
41377		6405 MAGUIRE IRON INC	19,000.00						
	03/01/23	REQ #12-FAIRGROUNDS WATER TOWE	19,000.00			601 1650			1010
		Total for Vendor:	19,000.00						
41378		3546 MANKE'S OUTDOOR EQT & APPLIANCES	105.09						
	P07051	02/21/23 HYDR & OIL FILTERS	105.09			101 522 4522	220		1010
		Total for Vendor:	105.09						
41381		55 MN ENERGY RESOURCES CORP	10,480.31						
	02/27/23	NAT GAS-K.A.C.	59.77			101 514 4514	380		1010
	03/02/23	NAT GAS-L.S.	278.42			609 979 4979	380		1010
	02/27/23	NAT GAS-C.H.	491.12			101 194 4194	380		1010
	02/28/23	NAT GAS-P D	417.57			101 210 4210	380		1010

03/10/23
08:32:57

CITY OF KASSON
Claim Approval List
For the Accounting Period: 3/23
For Pay Date: 03/10/23

Page: 2 of 4
Report ID: AP100V

For Pay Date = 03/10/23

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
	02/28/23	NAT GAS-F D	925.52			101 220 4220	380		1010
	02/28/23	NAT GAS-F D	378.18			101 220 4220	380		1010
	03/02/23	NAT GAS-PARK MAINT SHED	382.06			101 522 4522	380		1010
	02/27/23	NAT GAS-P.W.B. 1/2	1,573.17			101 310 4310	380		1010
	02/27/23	NAT GAS-P.W.B. 1/2	1,573.17			604 957 4957	380		1010
	02/27/23	SALES TAX	108.16			604 957 4957	380		1010
	02/27/23	SALES TAX	-108.16			604 2025			1010
	02/27/23	D C TRANSIT TAX	7.87			604 957 4957	380		1010
	02/27/23	D C TRANSIT TAX	-7.87			604 2026			1010
	03/03/23	NAT GAS-D C ICE ARENA	994.43			606 516 4516	380		1010
	03/03/23	NAT GAS-WWTP	2,749.14			602 947 4947	380		1010
	03/02/23	NAT GAS-LIBRARY	475.59			211 550 4550	380		1010
	02/28/23	NAT GAS-D C AMBULANCE SERVICE	182.17			101 417 4417	380		1010
		Total for Vendor:	10,480.31						
41379		95 ROCHESTER SAND & GRAVEL	46,625.52						
	03/02/23	REQ #2-SAFE ROUTES TO SCHOOL	46,625.52*			425 196 4196	430		1010
		Total for Vendor:	46,625.52						
41385		3850 SOUTHERN GLAZER'S OF MN	4,263.51						
	2318820 02/28/23	LIQUOR	3,272.51			609 975 4975	251		1010
	2318820 02/28/23	WINE	960.00			609 975 4975	251		1010
	2318820 02/28/23	FREIGHT	31.00			609 975 4975	335		1010
		Total for Vendor:	4,263.51						
		# of Claims	8	Total:	82,246.59	# of Vendors	8		

03/10/23
08:32:59

CITY OF KASSON
Fund Summary for Claims
For the Accounting Period: 3/23

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Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$6,110.40
211 Library Fund	
1010 CASH-OPERATING	\$475.59
425 SRTS	
1010 CASH-OPERATING	\$46,625.52
601 Water Fund	
1010 CASH-OPERATING	\$19,000.00
602 Sewer Fund	
1010 CASH-OPERATING	\$2,749.14
604 Electric Fund	
1010 CASH-OPERATING	\$1,573.17
606 ICE ARENA	
1010 CASH-OPERATING	\$994.43
609 Liquor Fund	
1010 CASH-OPERATING	\$4,718.34
Total:	\$82,246.59

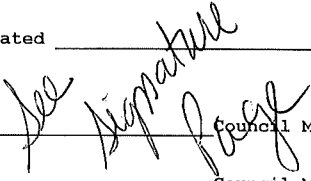
03/10/23
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CITY OF KASSON
Claim Approval Signature Page
For the Accounting Period: 3 / 23

Page: 4 of 4
Report ID: AP100A

CITY OF KASSON
401 5TH STREET SE
KASSON, MN 55944-2204

The claim batch dated _____ are approved for payment.

APPROVED  _____
Council Member

Council Member

#2

03/15/23
16:40:43

CITY OF KASSON
Claim Approval List
For the Accounting Period: 3/23
For Pay Date: 03/16/23

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Report ID: AP100V

For Pay Date = 03/16/23

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
41471		2381 CUSTOM ALARM	104.10						
	542240	02/14/23 FIRE ALARM MONITOR 3/1-5/31	104.10			211 550 4550	444		1010
		Total for Vendor:	104.10						
41428		5098 ELAN FINANCIAL SERVICES	1,078.05						
	02/10/23	SMALL TOOLS-F D	1,078.05			101 220 4220	240		1010
41473		5098 ELAN FINANCIAL SERVICES	921.79						
	03/02/23	LIBRARY SUPPLIES	84.79			211 550 4550	210		1010
	03/02/23	POST BULLETIN RENEWAL	291.20			211 550 4550	216		1010
	03/02/23	BOOKS	32.90			211 550 4550	218		1010
	03/02/23	DVD's	230.96			211 550 4550	219		1010
	03/02/23	AMAZON PRIME MEMBERSHIP	139.00			211 550 4550	430		1010
	03/02/23	PROGRAM SUPPLIES	142.94			211 550 4550	441		1010
41474		5098 ELAN FINANCIAL SERVICES	780.20						
	03/13/23	FEB.-GOOGLE WKSP BUS STARTER	38.80			101 210 4210	309		1010
	02/02/23	STORAGE CONTAINER	38.32			101 210 4210	210		1010
	02/06/23	PENS	13.37			101 210 4210	210		1010
	02/06/23	STORAGE BAGS	7.54			101 210 4210	210		1010
	02/07/23	AMAZON PRIME MEMBERSHIP	74.09			101 210 4210	334		1010
	02/08/23	FLASH DRIVES	23.74			101 210 4210	210		1010
	02/08/23	FLASH DRIVES	11.98			101 210 4210	210		1010
	02/13/23	ECO KINETIC PROJECTILES	251.25			101 210 4210	210		1010
	02/14/23	MONITOR/HARD DRIVE	215.27			101 210 4210	240		1010
	02/16/23	STRADTMANN-USPCA REG-SELECT SE	75.00			101 210 4210	333		1010
	03/01/23	MAR.-GOOGLE WKSP BUS STARTER	39.00			101 210 4210	309		1010
	01/29/23	cr-STORAGE BAGS	-8.16			101 210 4210	210		1010
		Total for Vendor:	2,780.04						
41429		5813 ENTERPRISE FM TRUST	12,288.81						
	FBN4679627	03/03/23 MAINT. CARDS-P D	40.00			101 210 4210	430		1010
	FBN4679627	03/03/23 MAINT. CARDS-F D	15.00			101 220 4220	430		1010
	FBN4679627	03/03/23 MAINT. CARDS-STREETS	10.00			101 310 4310	430		1010
	FBN4679627	03/03/23 MAINT. CARDS-PARKS	15.00			101 522 4522	430		1010
	FBN4679627	03/03/23 MAINT. CARDS-WATER	10.00*			601 944 4944	430		1010

03/15/23
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CITY OF KASSON
Claim Approval List
For the Accounting Period: 3/23
For Pay Date: 03/16/23

Page: 2 of 5
Report ID: AP100V

For Pay Date = 03/16/23

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
	FBN4679627	03/03/23 MAINT. CARDS-WW	10.00			602 949 4949	430		1010
	FBN4679627	03/03/23 MAINT. CARDS-ELECTRIC	15.00			604 959 4959	430		1010
	FBN4679627	03/03/23 LEASES-P D	2,853.98			101 680 4210	601		1010
	FBN4679627	03/03/23 LEASES-P D	625.16			101 680 4210	611		1010
	FBN4679627	03/03/23 LEASES-STREETS	260.48			101 680 4310	601		1010
	FBN4679627	03/03/23 LEASES-STREETS	59.56			101 680 4310	611		1010
	FBN4679627	03/03/23 LEASES-PARKS	405.80			101 680 4522	601		1010
	FBN4679627	03/03/23 LEASES-PARKS	82.32			101 680 4522	611		1010
	FBN4679627	03/03/23 LEASES-WATER	147.92			601 2231			1010
	FBN4679627	03/03/23 LEASES-WATER	33.50			601 710 4710	611		1010
	FBN4679627	03/03/23 LEASES-WW	147.91			602 2231			1010
	FBN4679627	03/03/23 LEASES-WW	33.51			602 710 4710	611		1010
	FBN4679627	03/03/23 LEASES-WATER	202.92			601 2231			1010
	FBN4679627	03/03/23 LEASES-WATER	41.16			601 710 4710	611		1010
	FBN4679627	03/03/23 LEASES-WW	202.91			602 2231			1010
	FBN4679627	03/03/23 LEASES-WW	41.16			602 710 4710	611		1010
	FBN4679627	03/03/23 LEASES-ELECTRIC	405.80			604 2231			1010
	FBN4679627	03/03/23 LEASES-ELECTRIC	82.32			604 710 4710	611		1010
	FBN4679627	03/03/23 LEASES-ELECTRIC	384.66			604 2231			1010
	FBN4679627	03/03/23 LEASES-ELECTRIC	126.02			604 710 4710	611		1010
	FBN4679627	03/03/23 LEASES-WATER	179.30			601 2231			1010
	FBN4679627	03/03/23 LEASES-WATER	55.42			601 710 4710	611		1010
	FBN4679627	03/03/23 LEASES-WW	179.30			602 2231			1010
	FBN4679627	03/03/23 LEASES-WW	55.42			602 710 4710	611		1010
	FBN4679627	03/03/23 LEASES-STREETS	348.87			101 680 4310	601		1010
	FBN4679627	03/03/23 LEASES-STREETS	98.15			101 680 4310	611		1010
	FBN4679627	03/03/23 LEASES-FIRE	614.52			101 680 4220	601		1010
	FBN4679627	03/03/23 LEASES-FIRE	183.75			101 680 4220	611		1010
	FBN4679627	03/03/23 LEASES-FIRE	556.98			101 680 4220	601		1010
	FBN4679627	03/03/23 LEASES-FIRE	190.84			101 680 4220	611		1010
	FBN4679627	03/03/23 LEASES-PARKS	348.41			101 680 4522	601		1010
	FBN4679627	03/03/23 LEASES-PARKS	126.72			101 680 4522	611		1010
	FBN4679627	03/03/23 LEASES-WATER	184.17			601 2231			1010
	FBN4679627	03/03/23 LEASES-WATER	65.43			601 710 4710	611		1010
	FBN4679627	03/03/23 LEASES-WW	184.18			602 2231			1010
	FBN4679627	03/03/23 LEASES-WW	65.42			602 710 4710	611		1010
	FBN4679627	03/03/23 P D REPAIRS	2,599.84			101 210 4210	400		1010
Total for Vendor:			12,288.81						

03/15/23
16:40:43

CITY OF KASSON
Claim Approval List
For the Accounting Period: 3/23
For Pay Date: 03/16/23

Page: 3 of 5
Report ID: AP100V

For Pay Date = 03/16/23
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
41472		4493 JOHNSON HARDWARE CO	2,107.00						
	0978444-IN	02/14/23 REPLACE EXT DOOR @ LIBRARY	2,107.00			211 550 4550	400		1010
		Total for Vendor:	2,107.00						
41430		4919 PEOPLE'S ENERGY COOPERATIVE	69.98						
	2289800	03/06/23 ELEC SERV-CEMETERY 2/1-3/1	30.68			101 518 4518	380		1010
	2289800	03/06/23 ELEC SERV-STR LT-LETH SUBD 2/	39.30			101 316 4316	380		1010
		Total for Vendor:	69.98						
		# of Claims	7	Total:	17,349.93	# of Vendors	5		

03/15/23
16:40:44

CITY OF KASSON
Fund Summary for Claims
For the Accounting Period: 3/23

Page: 4 of 5
Report ID: AP110

Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$11,363.61
211 Library Fund	
1010 CASH-OPERATING	\$3,132.89
601 Water Fund	
1010 CASH-OPERATING	\$919.82
602 Sewer Fund	
1010 CASH-OPERATING	\$919.81
604 Electric Fund	
1010 CASH-OPERATING	\$1,013.80
Total:	\$17,349.93

CITY OF KASSON
Claim Approval Signature Page
For the Accounting Period: 3 / 23

CITY OF KASSON
401 5TH STREET SE
KASSON, MN 55944-2204

APPROVED _____ Council Member
_____ Council Member

03/17/23
11:06:11

CITY OF KASSON
Claim Approval List
For the Accounting Period: 3/23
For Pay Date: 03/21/23

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41465	E	34 CITY OF KASSON	31,074.03						
	02/27/23	CITY UTILITIES-C H	395.31			101 194 4194	380		1010
	02/27/23	CITY UTILITIES-P D	363.95			101 210 4210	380		1010
	02/27/23	CITY UTILITIES-STR LTS-LED	485.39			101 316 4316	380		1010
	02/27/23	CITY UTILITIES-STREET LTS	32.20			101 310 4310	380		1010
	02/27/23	CITY UTILITIES-F D	261.97			101 220 4220	380		1010
	02/27/23	CITY UTILITIES-MAIN STR LTS	676.93			101 316 4316	380		1010
	02/27/23	CITY UTILITIES-MANT AV STR LTS	197.08			101 316 4316	380		1010
	02/27/23	CITY UTILITIES-STREET LTS	3,521.26			101 316 4316	380		1010
	02/27/23	CITY UTILITIES-K.A.C.-HIGH FLO	88.11			101 514 4514	380		1010
	02/27/23	CITY UTILITIES-K.A.C.-LOW FLOW	56.61			101 514 4514	380		1010
	02/27/23	CITY UTILITIES-N2 BALL PARK LT	61.80			101 517 4517	380		1010
	02/27/23	CITY UTILITIES-NO. PARK #3	89.08			101 517 4517	380		1010
	02/27/23	CITY UTILITIES-NO. PARK MAINT	141.30			101 522 4522	380		1010
	02/27/23	CITY UTILITIES-E SHELTER-VETS	40.96			101 522 4522	380		1010
	02/27/23	CITY UTILITIES-NO. PARK CONCES	29.36			101 517 4517	380		1010
	02/27/23	CITY UTILITIES-VETS PARK ATHL	29.36			101 517 4517	380		1010
	02/27/23	CITY UTILITIES-NE YOUTH BALL F	29.36			101 517 4517	380		1010
	02/27/23	CITY UTILITIES-W SHELTER-VETS	34.57			101 522 4522	380		1010
	02/27/23	CITY UTILITIES-NO. PARK #1	85.03			101 310 4310	380		1010
	02/27/23	CITY UTILITIES-WELL #4	2,343.91			601 941 4941	380		1010
	02/27/23	CITY UTILITIES-WELL #2	2,298.91			601 941 4941	380		1010
	02/27/23	CITY UTILITIES-WELL #3	119.38			601 941 4941	380		1010
	02/27/23	CITY UTILITIES-WELL #5	1,560.59			601 941 4941	380		1010
	02/27/23	CITY UTILITIES-8 AV WATER TOWE	438.13			601 941 4941	380		1010
	02/27/23	CITY UTILITIES-LITTLES LIFT ST	95.63			602 948 4948	380		1010
	02/27/23	CITY UTILITIES-L S	852.15			609 979 4979	380		1010
	02/27/23	CITY UTILITIES-NO. PARK #4	29.36			101 522 4522	380		1010
	02/27/23	CITY UTILITIES-WWTP-WA/SE	2,516.11			602 947 4947	380		1010
	02/27/23	CITY UTILITIES-WWTP-ELECTRIC	6,370.09			602 947 4947	381		1010
	02/27/23	CITY UTILITIES-WWTP-BASEMENT	69.41			602 947 4947	380		1010
	02/27/23	CITY UTILITIES-WWTP-GARAGE	20.61			602 947 4947	380		1010
	02/27/23	CITY UTILITIES-NO. PARK #2	35.04			101 522 4522	380		1010
	02/27/23	CITY UTILITIES-OLD WATER TOWER	67.73			101 526 4526	430		1010
	02/27/23	CITY UTILITIES-D C AMBULANCE S	132.39			101 417 4417	380		1010
	02/27/23	CITY UTILITIES-P.W.B. 1/2	520.08			101 310 4310	380		1010

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		02/27/23 CITY UTILITIES-P.W.B. 1/2	520.08			604 957 4957	380		1010
		02/27/23 SALES TAX-ELECTR	30.68			604 957 4957	380		1010
		02/27/23 SALES TAX-ELECTR	-30.68			604 2025			1010
		02/27/23 D C TRANSIT TAX-ELECTR	2.23			604 957 4957	380		1010
		02/27/23 D C TRANSIT TAX-ELECTR	-2.23			604 2026			1010
		02/27/23 SALES TAX-WA	1.22			604 957 4957	380		1010
		02/27/23 SALES TAX-WA	-1.22			604 2025			1010
		02/27/23 D C TRANSIT TAX-WA	0.09			604 957 4957	380		1010
		02/27/23 D C TRANSIT TAX-WA	-0.09			604 2026			1010
		02/27/23 CITY UTILITIES-D C ICE ARENA	4,893.21			606 516 4516	380		1010
		02/27/23 CITY UTILITIES-ELECTRONIC SIGN	38.36			101 111 4111	430		1010
		02/27/23 CITY UTILITIES-PARK & RIDE LOT	84.44			101 316 4316	380		1010
		02/27/23 CITY UTILITIES-16 ST-E OF BRID	124.48			101 316 4316	380		1010
		02/27/23 CITY UTILITIES-16 ST-CENTER	167.35			101 316 4316	380		1010
		02/27/23 CITY UTILITIES-16 ST-W OF BRID	94.86			101 316 4316	380		1010
		02/27/23 CITY UTILITIES-LIBRARY	953.30			211 550 4550	380		1010
		02/27/23 CITY UTILITIES-LIONS PARK SHEL	45.11			101 522 4522	380		1010
		02/27/23 CITY UTILITIES-MEADOWLAND SHEL	34.33			101 522 4522	380		1010
		02/27/23 CITY UTILITIES-VETS PARK OUTLE	29.36			101 522 4522	380		1010
		Total for Vendor:	31,074.03						
41468	E	108 MN DEPARTMENT OF REVENUE	22,550.00						
		03/10/23 FEB.-UTILITIES SALES TAX	374.00			601 2025			1010
		03/10/23 FEB.-UTILITIES SALES TAX	20,145.00			604 2025			1010
		03/10/23 FEB.-UTILITIES SALES TAX ADJ	-2.00			604 2025			1010
		03/10/23 FEB.-SALES TAX PAYABLE	35.00			101 2025			1010
		03/10/23 K.A.C. SALES TAX ADJUSTMENT	117.00			101 2025			1010
		03/10/23 FEB.-SALES TAX PAYABLE	20.00			211 2025			1010
		03/10/23 FEB.-SALES TAX PAYABLE	120.00			601 2025			1010
		03/10/23 FEB.-SALES TAX PAYABLE	56.00			604 2025			1010
		03/10/23 FEB.-USE TAX PAYABLE	186.00			604 2025			1010
		03/10/23 FEB.-USE TAX PAYABLE	19.00			609 2025			1010
		03/10/23 FEB-UTILITIES D C TRANSIT TAX	26.00			601 2026			1010
		03/10/23 FEB-UTILITIES D C TRANSIT TAX	1,413.00			604 2026			1010
		03/10/23 FEB.-D C TRANSIT TAX PAYABLE	3.00			101 2026			1010
		03/10/23 FEB.-D C TRANSIT TAX PAYABLE	1.00			211 2026			1010
		03/10/23 FEB.-D C TRANSIT TAX PAYABLE	9.00			601 2026			1010

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		03/10/23 FEB.-D C TRANSIT TAX PAYABLE	4.00			604 2026			1010
		03/10/23 K.A.C.-D C TRANSIT TAX ADJ	9.00			101 2026			1010
		03/10/23 FEB.-D C TRANSIT USE TAX	14.00			604 2026			1010
		0 03/10/23 FEB.-D C TRANSIT USE TAX	1.00			609 2026			1010
		Total for Vendor:	22,550.00						
41469	E	973 MN DEPT OF REVENUE	10,954.00						
		03/09/23 JAN.-L.S. SALES TAX PAYABLE	10,397.00			609 2025			1010
		03/09/23 JAN.-L.S. D C TRANS TX PAYABLE	557.00			609 2026			1010
		Total for Vendor:	10,954.00						
41463	E	6531 WEX HEALTH INC	103.75						
		1697761-IN 02/28/23 FEB '23 PARTICIPANT FEES	103.75*			101 140 4140	440		1010
		Total for Vendor:	103.75						
		# of Claims 4	Total: 64,681.78		# of Vendors	0			
		Total Electronic Claims	64,681.78						
		Total Non-Electronic Claims							

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CITY OF KASSON
Fund Summary for Claims
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Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$8,290.27
211 Library Fund	
1010 CASH-OPERATING	\$974.30
601 Water Fund	
1010 CASH-OPERATING	\$7,289.92
602 Sewer Fund	
1010 CASH-OPERATING	\$9,071.85
604 Electric Fund	
1010 CASH-OPERATING	\$22,336.08
606 ICE ARENA	
1010 CASH-OPERATING	\$4,893.21
609 Liquor Fund	
1010 CASH-OPERATING	\$11,826.15
Total:	\$64,681.78

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CITY OF KASSON
401 5TH STREET SE
KASSON, MN 55944-2204

The claim batch dated _____ are approved for payment.

APPROVED _____ Council Member
_____ Council Member

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41409		2529 A H HERMEL COMPANY	357.16						
	C85088	02/20/23 cr-BAGS	-44.12			609 975 4975	210		1010
	C85088	02/20/23 SALES TAX	-3.03			609 975 4975	210		1010
	C85088	02/20/23 SALES TAX	3.03			609 2025			1010
	C85088	02/20/23 D C TRANSIT TAX	-0.22			609 975 4975	210		1010
	C85088	02/20/23 D C TRANSIT TAX	0.22			609 2026			1010
	965871	03/02/23 POP FOR RESALE	280.16			609 975 4975	254		1010
	965871	03/02/23 DUM DUMS	18.02			609 976 4976	343		1010
	965871	03/02/23 SALES TAX	1.24			609 976 4976	343		1010
	965871	03/02/23 SALES TAX	-1.24			609 2025			1010
	965871	03/02/23 D C TRANSIT TAX	0.09			609 976 4976	343		1010
	965871	03/02/23 D C TRANSIT TAX	-0.09			609 2026			1010
	965871	03/02/23 BAGS	94.15			609 975 4975	210		1010
	965871	03/02/23 SALES TAX	6.47			609 975 4975	210		1010
	965871	03/02/23 SALES TAX	-6.47			609 2025			1010
	965871	03/02/23 D C TRANSIT TAX	0.47			609 975 4975	210		1010
	965871	03/02/23 D C TRANSIT TAX	-0.47			609 2026			1010
	965871	03/02/23 FREIGHT	8.95			609 975 4975	335		1010
		Total for Vendor:	357.16						
41501		5049 ARTISAN BEER COMPANY	60.00						
	3590977	03/09/23 BEER	60.00			609 975 4975	252		1010
		Total for Vendor:	60.00						
41476		2140 ATYPICAL TITLE INC	759.00						
	0161-02	03/16/23 PARTIAL REFUND-K PACE-504 3 A	759.00			604 2212			1010
		Total for Vendor:	759.00						
41447		1037 AUTOMATIC SYSTEMS CO	19,800.00						
	040075	03/05/23 FAIRGROUNDS ELEV TANK-CONTROLS	19,800.00			601 1650			1010
		Total for Vendor:	19,800.00						
41477		203 BAKER & TAYLOR INC	956.56						
	2037303526	02/03/23 BOOKS	625.03			211 550 4550	218		1010
	2037303526	02/03/23 AUDIO BOOK	19.25			211 550 4550	219		1010
	2037306746	02/06/23 BOOKS	33.91			211 550 4550	218		1010

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	2037324703	02/14/23 BOOKS	119.50			211 550 4550	218		1010
	2037338664	02/20/23 BOOKS	48.27			211 550 4550	218		1010
	2037351294	02/24/23 BOOKS	63.61			211 550 4550	218		1010
	2037351294	02/24/23 AUDIO BOOK	13.08			211 550 4550	219		1010
	2037352878	02/27/23 BOOKS	33.91			211 550 4550	218		1010
		Total for Vendor:	956.56						
41478		2555 BEACON ATHLETICS LLC	138.00						
	0565304-IN	03/13/23 STRIKE ZONE MATS	138.00			101 517 4517	210		1010
		Total for Vendor:	138.00						
41410		1012 BELLBOY CORPORATION	1,447.77						
	0106484800	03/01/23 SHOT CUPS	30.60			609 975 4975	254		1010
	0106484800	03/01/23 STF OLIVES/CHERRIES/TWANG	135.65			609 975 4975	259		1010
	0106484800	03/01/23 FREIGHT	3.77			609 975 4975	335		1010
	98587400	03/01/23 LIQUOR	401.00			609 975 4975	251		1010
	98587400	03/01/23 FREIGHT	6.00			609 975 4975	335		1010
	98670400	03/09/23 LIQUOR	858.75			609 975 4975	251		1010
	98670400	03/09/23 FREIGHT	12.00			609 975 4975	335		1010
		Total for Vendor:	1,447.77						
41387		22 BORDER STATES INDUSTRIES INC	11,729.86						
	925874408	03/01/23 60 12s for VAIL #1	11,729.86			604 957 4957	260		1010
		Total for Vendor:	11,729.86						
41411		5239 BREAKTHRU BEVERAGE MN WINE &	3,455.49						
	348016234	03/01/23 LIQUOR	1,477.27			609 975 4975	251		1010
	348016234	03/01/23 WINE	112.00			609 975 4975	251		1010
	348016234	03/01/23 NA BEVERAGE	20.06			609 975 4975	254		1010
	348016234	03/01/23 FREIGHT	28.05			609 975 4975	335		1010
	348110476	03/08/23 LIQUOR	1,523.40			609 975 4975	251		1010
	348110476	03/08/23 WINE	224.00			609 975 4975	251		1010
	348110476	03/08/23 NA BEVERAGE	27.26			609 975 4975	254		1010
	348110476	03/08/23 FREIGHT	43.45			609 975 4975	335		1010
		Total for Vendor:	3,455.49						

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41497		6592 CAD SERVICES LLC	1,338.82						
	1109 03/13/23	CLEANUP PD SEWER BACKUP 3/2/23	1,338.82			101 210 4210	440		1010
		Total for Vendor:	1,338.82						
41479		5065 CENGAGE LEARNING INC/Gale	26.39						
	80697698 02/13/23	BOOK	26.39			211 550 4550	218		1010
		Total for Vendor:	26.39						
41388		2410 CENTRAL MUNICIPAL POWER AGCY	228,896.43						
	7452 02/28/23	CMPA DUES-FEB.	1,500.00			604 959 4959	334		1010
	7452 02/28/23	FEES FOR SERVICES	1,236.53			604 959 4959	430		1010
	7452 02/28/23	PURCH'D POWER	147,087.01			604 956 4956	381		1010
	7452 02/28/23	PURCH'D POWER-TRANSMISSION	34,040.11			604 956 4956	381		1010
	7452 02/28/23	CAPACITY PURCHASED-FEB.	43,348.48			604 956 4956	381		1010
	7452 02/28/23	CIP MONTHLY ASSMNT-FEB.	1,684.30			604 959 4959	429		1010
		Total for Vendor:	228,896.43						
41502		6270 CHAOTIC GOOD BREWING	157.00						
	2317 03/09/23	BEER	157.00			609 975 4975	252		1010
		Total for Vendor:	157.00						
41389		6406 CHRISTENSEN, RYAN	242.35						
	03/08/23	MILES-LMC TRAINING CONF.	242.35			101 111 4111	333		1010
		Total for Vendor:	242.35						
41490		82 CHS INC	56.69						
	441II0248 02/28/23	30# LP FILL	8.09			101 310 4310	210		1010
	441II0248 02/28/23	30# LP FILL	8.10			101 312 4312	210		1010
	441II0248 02/28/23	30# LP FILL	8.10			101 517 4517	210		1010
	441II0248 02/28/23	30# LP FILL	8.10			601 943 4943	210		1010
	441II0248 02/28/23	30# LP FILL	8.10			602 948 4948	210		1010
	441II0248 02/28/23	30# LP FILL	8.10			604 957 4957	210		1010
	441II0248 02/28/23	30# LP FILL	8.10			605 963 4963	210		1010
	441II0248 02/28/23	SALES TAX	0.56			604 957 4957	210		1010
	441II0248 02/28/23	SALES TAX	-0.56			604 2025			1010
	441II0248 02/28/23	D C TRANSIT TAX	0.04			604 957 4957	210		1010

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	4411I0248	02/28/23 D C TRANSIT TAX	-0.04			604 2026			1010
		Total for Vendor:	56.69						
41412		5667 CINTAS	278.55						
	4147982219	03/01/23 MATS-L.S.	92.85*			609 979 4979	410		1010
	4148678053	03/08/23 MATS-L.S.	92.85*			609 979 4979	410		1010
	4149386812	03/15/23 MATS-L.S.	92.85*			609 979 4979	410		1010
		Total for Vendor:	278.55						
41492		69 DODGE COUNTY ENVIRONMENTAL	5.00						
	02/28/28	DISP.-GLASS FROM ARENA	5.00			606 516 4516	430		1010
		Total for Vendor:	5.00						
41390		232 DODGE COUNTY HIGHWAY DEPT	1,933.76						
	501 02/28/23	SALT & SAND MIX	1,933.76			101 312 4312	210		1010
		Total for Vendor:	1,933.76						
41391		5156 DODGE COUNTY INDEPENDENT/DODGE	186.30						
	15580 03/09/23	HEARING NOTICE-TOBACCO ORD.	41.40			101 111 4111	351		1010
	15581 03/09/23	HEARING NOTICE-LIQ. ORD. AMEND	72.45			101 111 4111	351		1010
	15555 03/02/23	HEARING NOTICE-KWIK TRIP C.U.P	72.45			101 191 4191	351		1010
		Total for Vendor:	186.30						
41491		266 DODGE COUNTY RECORDER	46.00						
	03/09/23	RECORD RES. 2.6-23 MARTI ELEC	46.00*			101 191 4191	430		1010
		Total for Vendor:	46.00						
41392		6279 EDEN K9 CONSULTING & TRAINING	174.00						
	3376 03/02/23	KATS PLATINUM 1 K-9 TRAINING	174.00*			101 210 4210	444		1010
		Total for Vendor:	174.00						
41448		3767 GOODIN COMPANY	367.46						
	09203602-0 03/02/23	MISC REPAIR PARTS-WATER DE	367.46			601 943 4943	220		1010
		Total for Vendor:	367.46						

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41493		324 GOPHER	499.75						
		IN267598 03/15/23 5 RESCUE TUBES	499.75			101 514 4514	240		1010
		Total for Vendor:	499.75						
41494		2396 H & L MESABI COMPANY	2,195.60						
		11719 03/10/23 PLOW BLADES	2,195.60			101 312 4312	220		1010
		Total for Vendor:	2,195.60						
41438		77 HAWKINS INC	6,939.86						
		6415842 02/24/23 ALUM SULFATE LIQUID	6,939.86			602 947 4947	211		1010
		Total for Vendor:	6,939.86						
41503		5036 HOHENSTEINS INC	287.00						
		588012 03/09/23 BEER	237.00			609 975 4975	252		1010
		588012 03/09/23 NA BEVERAGE	50.00			609 975 4975	254		1010
		Total for Vendor:	287.00						
41423		2462 HOISINGTON KOEGLER GROUP INC	3,095.00						
		019-041-40 03/10/23 PLANNING SERVICES-FEB.	555.00			101 191 4191	440		1010
		019-041-40 03/10/23 P & Z MTGS	1,387.50			101 191 4191	440		1010
		019-041-40 03/10/23 COMPREHENSIVE PLAN AMENDME	1,152.50			101 191 4191	440		1010
		Total for Vendor:	3,095.00						
41480		2198 ITRON INC	3,914.45						
		633971 11/11/22 SOFTWARE MAINT. TO 12/1/23	782.89			601 944 4944	370		1010
		633971 11/11/22 SOFTWARE MAINT. TO 12/1/23	782.89*			602 949 4949	370		1010
		633971 11/11/22 SOFTWARE MAINT. TO 12/1/23	1,565.78*			604 959 4959	370		1010
		633971 11/11/22 SOFTWARE MAINT. TO 12/1/23	782.89*			605 963 4963	370		1010
		633971 11/11/22 SALES TAX	21.53*			604 959 4959	370		1010
		633971 11/11/22 SALES TAX	-21.53			604 2025			1010
		633971 11/11/22 D C TRANSIT TAX	1.57*			604 959 4959	370		1010
		633971 11/11/22 D C TRANSIT TAX	-1.57			604 2026			1010
		Total for Vendor:	3,914.45						

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41393		3853 J HARLEN CO INC	245.81						
	1590552	03/03/23 MUCK BOOT-BOLSTER	122.91			601 943 4943	220		1010
	1590552	03/03/23 MUCK BOOT-BOLSTER	122.90			602 948 4948	220		1010
		Total for Vendor:	245.81						
41413		25 JOHNSON BROTHERS LIQUOR CO	4,952.46						
	242742	02/25/23 LIQUOR CREDIT	-18.75			609 975 4975	251		1010
	242743	02/25/23 LIQUOR CREDIT	-54.00			609 975 4975	251		1010
	2249285	03/02/23 LIQUOR	1,016.32			609 975 4975	251		1010
	2249285	03/02/23 FREIGHT	23.78			609 975 4975	335		1010
	2249286	03/02/23 WINE	184.27			609 975 4975	251		1010
	2249286	03/02/23 FREIGHT	5.94			609 975 4975	335		1010
	2253568	03/09/23 WINE	2,179.28			609 975 4975	251		1010
	2253568	03/09/23 FREIGHT	34.16			609 975 4975	335		1010
	2253569	03/09/23 WINE	1,531.95			609 975 4975	251		1010
	2253569	03/09/23 FREIGHT	49.51			609 975 4975	335		1010
		Total for Vendor:	4,952.46						
41394		35 KASSON HARDWARE HANK	564.74						
	02/28/23	R&M SUPPLIES-PARKS	177.12			101 522 4522	220		1010
	02/28/23	R&M SUPPLIES-F D	33.46			101 220 4220	220		1010
	02/28/23	R&M SUPPLIES-ELECTRIC	86.43			604 957 4957	220		1010
	02/28/23	SALES TAX	5.94			604 957 4957	220		1010
	02/28/23	SALES TAX	-5.94			604 2025			1010
	02/28/23	D C TRANSIT TAX	0.43			604 957 4957	220		1010
	02/28/23	D C TRANSIT TAX	-0.43			604 2026			1010
	02/28/23	R&M SUPPLIES-WATER	120.37			601 943 4943	220		1010
	02/28/23	OPER SUPPLIES-WATER	12.99			601 943 4943	210		1010
	02/28/23	R&M SUPPLIES-C H	40.11			101 140 4140	220		1010
	02/28/23	OPER SUPPLIES-WWTP OPERATIONS	65.32			602 947 4947	210		1010
	02/28/23	C H BUILDING-SUPPLIES	22.47			101 194 4194	210		1010
	02/28/23	R&M SUPPLIES-ARENA	6.47			606 516 4516	220		1010
		Total for Vendor:	564.74						

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41415		4427 KASSON LASER GRAPHICS	126.00						
	03/08/23	7 ST. PATS SHIRTS	126.00			609 976 4976	343		1010
		Total for Vendor:	126.00						
41395		6588 KATS EXCAVATING LLC	4,950.00						
	4872 11/16/22	DEBRIS REMOVAL-BORGSTROM FIRE	4,950.00			101 220 4220	400		1010
		Total for Vendor:	4,950.00						
41416		6342 KINNEY CREEK BREWERY	353.00						
	IN-273 03/02/23	BEER	213.00			609 975 4975	252		1010
	IN-307 03/09/23	BEER	140.00			609 975 4975	252		1010
		Total for Vendor:	353.00						
41396		6589 KLATT, TIM	237.11						
	0021-18 03/07/23	OVERPAYMENT-COLLECTED @ CLOSI	237.11			604 2212			1010
		Total for Vendor:	237.11						
41397		5083 LANGAN, BEN	219.00						
	03/07/23	LANGAN-UNIFORM PANTS	109.50			101 310 4310	214		1010
	03/07/23	LANGAN-UNIFORM PANTS	109.50			101 517 4517	214		1010
		Total for Vendor:	219.00						
41439		4636 METERING & TECHNOLOGY SOLUTIONS	5,085.00						
	INV1956 03/14/23	50 METERS	2,542.50			601 943 4943	260		1010
	INV1956 03/14/23	50 METERS	2,542.50			602 948 4948	260		1010
		Total for Vendor:	5,085.00						
41481		89 METRO SALES INC	150.50						
	INV2230928 02/23/23	QTRLY MAINT-B&W 2/25-5/24	92.00			211 550 4550	370		1010
	INV2230928 02/23/23	QTRLY MAINT-CLR 2/25-5/24	58.50			211 550 4550	370		1010
		Total for Vendor:	150.50						
41440		4604 MIDWEST LEAK DETECTION	40.00						
	2313 03/06/23	LOCATE MAIN BREAK-7 AV SW	40.00			601 943 4943	400		1010
		Total for Vendor:	40.00						

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41482		6590 MIDWEST MACHINERY CO	3,500.00						
	9508934	03/07/23 FRONTIER AV20H GRAPPLE	3,500.00*			101 680 4522	530		1010
		Total for Vendor:	3,500.00						
41483		4332 MN BCA	250.00						
	28332	03/14/23 HANSON-LABOR CONTRACT TRNG	250.00			101 210 4210	333		1010
		Total for Vendor:	250.00						
41398		728 MN DEPT OF COMMERCE	748.23						
	1000049121	03/01/23 4TH QTR '23 INDIRECT ASSMN	748.23			604 959 4959	430		1010
		Total for Vendor:	748.23						
41399		376 MN DEPT OF HEALTH	6,277.00						
	02/13/23	CLEAN WATER ACT-SERV CONN FEE	6,277.00*			601 944 4944	430		1010
		Total for Vendor:	6,277.00						
41449		3462 MN DEPT OF HEALTH	450.00						
	FBL2670429	01/01/23 '23 PERMIT-VETS PARK CONCE	450.00			101 517 4517	430		1010
41450		3462 MN DEPT OF HEALTH	1,005.00						
	FBL2351129	01/01/23 '23 PERMIT-K.A.C.	555.00			101 514 4514	430		1010
	FBL2351129	01/01/23 '23 PERMIT-K.A.C. CONCESSI	450.00			101 514 4514	430		1010
		Total for Vendor:	1,455.00						
41484		144 MN POLLUTION CONTROL AGENCY	23.00						
	A 1709	01/31/23 VOSEN-CLASS A WW LIC RENEWAL	23.00*			602 947 4947	430		1010
		Total for Vendor:	23.00						
41441		2344 MN VALLEY TESTING LABORATORIES	514.98						
	1189494	03/14/23 SUSP SOLIDS/MERC TESTING	514.98			602 947 4947	440		1010
		Total for Vendor:	514.98						
41432		4028 MPCA	5,900.00						
	1000015965	03/08/23 WWTP ANN'L WATER PERMIT	5,900.00*			602 947 4947	430		1010
		Total for Vendor:	5,900.00						

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41400		5881 NAPA AUTO PARTS	804.96						
	457375	01/23/23 GREASE GUN	40.49			601 943 4943	220		1010
	458583	02/10/23 SYN PTFE CARTR	41.98			601 943 4943	210		1010
	458584	02/10/23 OIL & AIR FILTERS/SPRK PLUG	108.31			101 220 4220	220		1010
	458850	02/15/23 AIR FILTER	24.21			101 522 4522	220		1010
	458940	02/17/23 AIR FILTER	48.42			101 522 4522	220		1010
	459198	02/21/23 OIL FILTERS/SYNTH OIL	205.84			101 210 4210	220		1010
	459200	02/21/23 GREEN GREASE LUBE	37.16			101 312 4312	220		1010
	459283	02/22/23 HYDR HOSE & FITTING/CBL TIES	129.41			101 312 4312	220		1010
	459301	02/22/23 AIR HOSE/COUPLER/ADAPTER	68.25			601 943 4943	220		1010
	459326	02/22/23 GREEN GREASE LUBE	92.90			101 312 4312	220		1010
	459586	02/27/23 OIL FILTER	7.99			101 210 4210	220		1010
		Total for Vendor:	804.96						
41401		2696 NELSON ELECTRIC MOTOR REPAIR INC	3,965.00						
	2349	03/01/23 INSTALL IMPELLER-PUMP 2	3,965.00			602 948 4948	400		1010
		Total for Vendor:	3,965.00						
41417		60 NORTHERN BEVERAGE DIST. CO. LL	8,788.87						
	1085286	03/02/23 BEER	4,558.65			609 975 4975	252		1010
	1085286	03/02/23 NA BEVERAGE	17.60			609 975 4975	254		1010
	1085286	03/02/23 FREIGHT	2.00			609 975 4975	335		1010
	1088551	03/09/23 BEER	4,218.38			609 975 4975	252		1010
	1088551	03/09/23 FREIGHT	2.00			609 975 4975	335		1010
	1088587	03/09/23 BEER CREDIT	-9.76			609 975 4975	252		1010
		Total for Vendor:	8,788.87						
41421		502 ON-SITE COMPUTERS INC	10,921.53						
	CW84516	02/07/23 JAN. '23-MANAGED SERV CONTRACT	680.00			101 192 4192	370		1010
	CW84516	02/07/23 JAN. '23-MANAGED SERV CONTRACT	68.00*			101 310 4310	370		1010
	CW84516	02/07/23 JAN. '23-MANAGED SERV CONTRACT	136.00*			101 522 4522	370		1010
	CW84516	02/07/23 JAN. '23-MANAGED SERV CONTRACT	68.00*			290 650 4650	370		1010
	CW84516	02/07/23 JAN. '23-MANAGED SERV CONTRACT	68.00			601 944 4944	370		1010
	CW84516	02/07/23 JAN. '23-MANAGED SERV CONTRACT	136.00*			602 949 4949	370		1010
	CW84516	02/07/23 JAN. '23-MANAGED SERV CONTRACT	204.00*			604 959 4959	370		1010
	CW84516	02/07/23 JAN. '23-MANAGED SERV CONTRACT	68.00			605 964 4964	370		1010

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	CW84516	02/07/23 JAN.'23-MANAGED SERV CONTRACT	272.00*			604 959 4959	370		1010
	CW84516	02/07/23 JAN.'23-MANAGED SERV CONTRACT	68.00			609 976 4976	370		1010
	CW84516	02/07/23 SALES TAX	32.73*			604 959 4959	370		1010
	CW84516	02/07/23 SALES TAX	-32.73			604 2025			1010
	CW84516	02/07/23 D C TRANSIT TAX	2.38*			604 959 4959	370		1010
	CW84516	02/07/23 D C TRANSIT TAX	-2.38			604 2026			1010
	CW84516	02/07/23 SALES TAX	4.68			609 976 4976	370		1010
	CW84516	02/07/23 SALES TAX	-4.68			609 2025			1010
	CW84516	02/07/23 D C TRANSIT TAX	0.34			609 976 4976	370		1010
	CW84516	02/07/23 D C TRANSIT TAX	-0.34			609 2026			1010
	CW84517	02/07/23 FEB.'23-MANAGED SERV CONTRACT	680.00			101 192 4192	370		1010
	CW84517	02/07/23 FEB.'23-MANAGED SERV CONTRACT	68.00*			101 310 4310	370		1010
	CW84517	02/07/23 FEB.'23-MANAGED SERV CONTRACT	136.00*			101 522 4522	370		1010
	CW84517	02/07/23 FEB.'23-MANAGED SERV CONTRACT	68.00*			290 650 4650	370		1010
	CW84517	02/07/23 FEB.'23-MANAGED SERV CONTRACT	68.00			601 944 4944	370		1010
	CW84517	02/07/23 FEB.'23-MANAGED SERV CONTRACT	136.00*			602 949 4949	370		1010
	CW84517	02/07/23 FEB.'23-MANAGED SERV CONTRACT	204.00*			604 959 4959	370		1010
	CW84517	02/07/23 FEB.'23-MANAGED SERV CONTRACT	68.00			605 964 4964	370		1010
	CW84517	02/07/23 FEB.'23-MANAGED SERV CONTRACT	272.00*			604 959 4959	370		1010
	CW84517	02/07/23 FEB.'23-MANAGED SERV CONTRACT	68.00			609 976 4976	370		1010
	CW84517	02/07/23 SALES TAX	32.73*			604 959 4959	370		1010
	CW84517	02/07/23 SALES TAX	-32.73			604 2025			1010
	CW84517	02/07/23 D C TRANSIT TAX	2.38*			604 959 4959	370		1010
	CW84517	02/07/23 D C TRANSIT TAX	-2.38			604 2026			1010
	CW84517	02/07/23 SALES TAX	4.68			609 976 4976	370		1010
	CW84517	02/07/23 SALES TAX	-4.68			609 2025			1010
	CW84517	02/07/23 D C TRANSIT TAX	0.34			609 976 4976	370		1010
	CW84517	02/07/23 D C TRANSIT TAX	-0.34			609 2026			1010
	CW84918	03/08/23 MAR.'23-MANAGED SERV CONTRACT	680.00			101 192 4192	370		1010
	CW84918	03/08/23 MAR.'23-MANAGED SERV CONTRACT	68.00*			101 310 4310	370		1010
	CW84918	03/08/23 MAR.'23-MANAGED SERV CONTRACT	136.00*			101 522 4522	370		1010
	CW84918	03/08/23 MAR.'23-MANAGED SERV CONTRACT	68.00*			290 650 4650	370		1010
	CW84918	03/08/23 MAR.'23-MANAGED SERV CONTRACT	68.00			601 944 4944	370		1010
	CW84918	03/08/23 MAR.'23-MANAGED SERV CONTRACT	136.00*			602 949 4949	370		1010
	CW84918	03/08/23 MAR.'23-MANAGED SERV CONTRACT	204.00*			604 959 4959	370		1010
	CW84918	03/08/23 MAR.'23-MANAGED SERV CONTRACT	68.00			605 964 4964	370		1010
	CW84918	03/08/23 MAR.'23-MANAGED SERV CONTRACT	272.00*			604 959 4959	370		1010

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	CW84918	03/08/23 JAN., FEB., MAR.'23-MANAGE SE	204.00			606 516 4516	370		1010
	CW84918	03/08/23 MAR.'23-MANAGED SERV CONTRACT	68.00			609 976 4976	370		1010
	CW84918	03/08/23 SALES TAX	32.73*			604 959 4959	370		1010
	CW84918	03/08/23 SALES TAX	-32.73			604 2025			1010
	CW84918	03/08/23 D C TRANSIT TAX	2.38*			604 959 4959	370		1010
	CW84918	03/08/23 D C TRANSIT TAX	-2.38			604 2026			1010
	CW84918	03/08/23 SALES TAX	4.68			609 976 4976	370		1010
	CW84918	03/08/23 SALES TAX	-4.68			609 2025			1010
	CW84918	03/08/23 D C TRANSIT TAX	0.34			609 976 4976	370		1010
	CW84918	03/08/23 D C TRANSIT TAX	-0.34			609 2026			1010
	CW84853	03/06/23 ANN'L DAILY SERVER MONITOR	1,860.00			101 192 4192	370		1010
	CW84853	03/06/23 ADD'L 50GB STORAGE	144.00			101 192 4192	370		1010
	CW85102	02/28/23 CHG SULLIVAN COMPUTER TO OFFI	319.51			101 192 4192	400		1010
	CW84404	02/07/23 FEB. FIREWALL PROTECT-C H	98.00			101 192 4192	370		1010
	CW84403	02/07/23 FEB. FIREWALL PROTECT-ARENA	24.00			606 516 4516	370		1010
	CW84927	03/08/32 MAR. FIREWALL PROTECT-C H	98.00			101 192 4192	370		1010
	CW84980	03/08/23 MAR. FIREWALL PROTECT-ARENA	24.00			606 516 4516	370		1010
	CW84126	02/01/23 FEB.'23-MICROSOFT 365 BUS LIC	20.00*			101 111 4111	370		1010
	CW84126	02/01/23 FEB.'23-MICROSOFT 365 BUS LIC	85.00			101 192 4192	370		1010
	CW84126	02/01/23 FEB.'23-MICROSOFT 365 BUS LIC	4.00*			101 310 4310	370		1010
	CW84126	02/01/23 FEB.'23-MICROSOFT 365 BUS LIC	4.00*			101 522 4522	370		1010
	CW84126	02/01/23 FEB.'23-MICROSOFT 365 BUS LIC	4.00*			101 514 4514	370		1010
	CW84126	02/01/23 FEB.'23-MICROSOFT 365 BUS LIC	17.00*			290 650 4650	370		1010
	CW84126	02/01/23 FEB.'23-MICROSOFT 365 BUS LIC	4.00			601 944 4944	370		1010
	CW84126	02/01/23 FEB.'23-MICROSOFT 365 BUS LIC	7.84*			602 949 4949	370		1010
	CW84126	02/01/23 FEB.'23-MICROSOFT 365 BUS LIC	75.00*			604 959 4959	370		1010
	CW84126	02/01/23 FEB.'23-MICROSOFT 365 BUS LIC	17.00			606 516 4516	370		1010
	CW84126	02/01/23 FEB.'23-MICROSOFT 365 BUS LIC	8.00			609 976 4976	370		1010
	CW84126	02/01/23 SALES TAX	5.16*			604 959 4959	370		1010
	CW84126	02/01/23 SALES TAX	-5.16			604 2025			1010
	CW84126	02/01/23 D C TRANSIT TAX	0.38*			604 959 4959	370		1010
	CW84126	02/01/23 D C TRANSIT TAX	-0.38			604 2026			1010
	CW84126	02/01/23 SALES TAX	0.55			609 976 4976	370		1010
	CW84126	02/01/23 SALES TAX	-0.55			609 2025			1010
	CW84126	02/01/23 D C TRANSIT TAX	0.04			609 976 4976	370		1010
	CW84126	02/01/23 D C TRANSIT TAX	-0.04			609 2026			1010
	CW84711	03/02/23 MAR.'23 MICROSOFT 365 BUS LIC	20.00*			101 111 4111	370		1010

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	CW84711	03/02/23 MAR.'23 MICROSOFT 365 BUS LIC	85.00			101 192 4192	370		1010	
	CW84711	03/02/23 MAR.'23 MICROSOFT 365 BUS LIC	4.00*			101 310 4310	370		1010	
	CW84711	03/02/23 MAR.'23 MICROSOFT 365 BUS LIC	4.00*			101 522 4522	370		1010	
	CW84711	03/02/23 MAR.'23 MICROSOFT 365 BUS LIC	4.00*			101 514 4514	370		1010	
	CW84711	03/02/23 MAR.'23 MICROSOFT 365 BUS LIC	17.00*			290 650 4650	370		1010	
	CW84711	03/02/23 MAR.'23 MICROSOFT 365 BUS LIC	4.00			601 944 4944	370		1010	
	CW84711	03/02/23 MAR.'23 MICROSOFT 365 BUS LIC	4.00*			602 949 4949	370		1010	
	CW84711	03/02/23 MAR.'23 MICROSOFT 365 BUS LIC	75.00*			604 959 4959	370		1010	
	CW84711	03/02/23 MAR.'23 MICROSOFT 365 BUS LIC	17.00			606 516 4516	370		1010	
	CW84711	03/02/23 MAR.'23 MICROSOFT 365 BUS LIC	8.00			609 976 4976	370		1010	
	CW84711	03/02/23 SALES TAX	5.16*			604 959 4959	370		1010	
	CW84711	03/02/23 SALES TAX	-5.16			604 2025			1010	
	CW84711	03/02/23 D C TRANSIT TAX	0.38*			604 959 4959	370		1010	
	CW84711	03/02/23 D C TRANSIT TAX	-0.38			604 2026			1010	
	CW84711	03/02/23 SALES TAX	0.55			609 976 4976	370		1010	
	CW84711	03/02/23 SALES TAX	-0.55			609 2025			1010	
	CW84711	03/02/23 D C TRANSIT TAX	0.04			609 976 4976	370		1010	
	CW84711	03/02/23 D C TRANSIT TAX	-0.04			609 2026			1010	
	CW84567	02/09/23 COMPUTER EQUIPMENT-ARENA	1,282.18*			606 516 4516	309		1010	
	CW84566	02/09/23 THINKPAD NOTEBOOK-WATER	1,052.00*			601 944 4944	309		1010	
	CW84977	03/08/23 MAR.-FIREWALL PROTECT-P D	24.00			101 210 4210	370		1010	
		Total for Vendor:	10,921.53							
41402		Y177 PEDERSEN, LARRY	25.00							
	45	03/06/23 ROYER NAMEPLATE	25.00			101 111 4111	430		1010	
		Total for Vendor:	25.00							
41418		23 PHILLIPS WINE & SPIRITS	10,297.15							
	6552627	03/02/23 LIQUOR	2,515.50			609 975 4975	251		1010	
	6552627	03/02/23 FREIGHT	48.37			609 975 4975	335		1010	
	6552629	03/02/23 FREIGHT	1.98			609 975 4975	335		1010	
	6552628	03/02/23 WINE	733.60			609 975 4975	251		1010	
	6552628	03/02/23 FREIGHT	23.78			609 975 4975	335		1010	
	6556092	03/09/23 LIQUOR	6,314.20			609 975 4975	251		1010	
	6556092	03/09/23 FREIGHT	136.64			609 975 4975	335		1010	
	6556093	03/09/23 WINE	505.25			609 975 4975	251		1010	
	6556093	03/09/23 FREIGHT	17.83			609 975 4975	335		1010	
		Total for Vendor:	10,297.15							

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
41424		396 PROLINE DIST. INC.	229.69						
	INV49147	02/28/23 HEAT SHRINK BLUE RING	2.15			101 310 4310	220		1010
	INV49147	02/28/23 HEAT SHRINK BLUE RING	2.14			101 312 4312	220		1010
	INV49147	02/28/23 HEAT SHRINK BLUE RING	2.15			101 517 4517	220		1010
	INV49147	02/28/23 HEAT SHRINK BLUE RING	2.15			601 943 4943	220		1010
	INV49147	02/28/23 HEAT SHRINK BLUE RING	2.15			602 948 4948	220		1010
	INV49147	02/28/23 HEAT SHRINK BLUE RING	2.15			604 957 4957	220		1010
	INV49147	02/28/23 HEAT SHRINK BLUE RING	2.15			605 963 4963	220		1010
	INV49147	02/28/23 SALES TAX	0.15			604 957 4957	220		1010
	INV49147	02/28/23 SALES TAX	-0.15			604 2025			1010
	INV49147	02/28/23 D C TRANSIT TAX	0.01			604 957 4957	220		1010
	INV49147	02/28/23 D C TRANSIT TAX	-0.01			604 2026			1010
	INV49148	02/28/23 DRILL BIT/FLAP DISC/EAR PLUG	30.66			101 310 4310	220		1010
	INV49148	02/28/23 DRILL BIT/FLAP DISC/EAR PLUG	30.66			101 312 4312	220		1010
	INV49148	02/28/23 DRILL BIT/FLAP DISC/EAR PLUG	30.66			101 517 4517	220		1010
	INV49148	02/28/23 DRILL BIT/FLAP DISC/EAR PLUG	30.66			601 943 4943	220		1010
	INV49148	02/28/23 DRILL BIT/FLAP DISC/EAR PLUG	30.67			602 948 4948	220		1010
	INV49148	02/28/23 DRILL BIT/FLAP DISC/EAR PLUG	30.67			604 957 4957	220		1010
	INV49148	02/28/23 DRILL BIT/FLAP DISC/EAR PLUG	30.67			605 963 4963	220		1010
	INV49148	02/28/23 SALES TAX	2.11			604 957 4957	220		1010
	INV49148	02/28/23 SALES TAX	-2.11			604 2025			1010
	INV49148	02/28/23 D C TRANSIT TAX	0.15			604 957 4957	220		1010
	INV49148	02/28/23 D C TRANSIT TAX	-0.15			604 2026			1010
		Total for Vendor:	229.69						
41445		6435 RDO EQUIPMENT CO.	154,638.23						
	E0324902	03/07/23 JOHN DEERE 624P LOADER W) BC	224,638.23*			101 680 4310	540		1010
	E0324902	03/07/23 TRADE-IN CASE 721E LOADER	-70,000.00*			101 680 4310	540		1010
		Total for Vendor:	154,638.23						
41403		2005 RESERVE ACCOUNT	500.00						
	22870844-3	02/23/23 POSTAGE METER REFILL	150.00			101 140 4140	325		1010
	22870844-3	02/23/23 POSTAGE METER REFILL	15.00			101 210 4210	325		1010
	22870844-3	02/23/23 POSTAGE METER REFILL	15.00*			101 310 4310	325		1010
	22870844-3	02/23/23 POSTAGE METER REFILL	15.00			101 510 4510	325		1010
	22870844-3	02/23/23 POSTAGE METER REFILL	10.00			211 550 4550	210		1010

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
		22870844-3 02/23/23 POSTAGE METER REFILL	15.00			290 650 4650	325		1010
		22870844-3 02/23/23 POSTAGE METER REFILL	20.00			601 944 4944	325		1010
		22870844-3 02/23/23 POSTAGE METER REFILL	20.00			602 949 4949	325		1010
		22870844-3 02/23/23 POSTAGE METER REFILL	100.00			604 959 4959	325		1010
		22870844-3 02/23/23 POSTAGE METER REFILL	15.00			605 963 4963	325		1010
		22870844-3 02/23/23 POSTAGE METER REFILL	10.00			606 516 4516	210		1010
		22870844-3 02/23/23 POSTAGE METER REFILL	100.00			609 976 4976	210		1010
		22870844-3 02/23/23 POSTAGE METER REFILL	10.00			101 518 4518	210		1010
		22870844-3 02/23/23 POSTAGE METER REFILL	5.00			101 220 4220	210		1010
		Total for Vendor:	500.00						
41451		2857 ROCHESTER FORD	1,251.28						
		FOR89873 02/01/23 PARTS-F350 FRONT BUMPER	1,027.93			604 957 4957	220		1010
		FOR89880 02/02/23 PARTS-F350 FRONT BUMPER	373.39			604 957 4957	220		1010
		CMFOR89873 02/06/23 cr-PARTS-F350 FRONT BUMPER	-72.04			604 957 4957	220		1010
		CMFOR89880 02/06/23 cr-PARTS-F350 FRONT BUMPER	-94.90			604 957 4957	220		1010
		FOR91005 02/13/23 BRACKET-F350 FRONT BUMPER	16.90			604 957 4957	220		1010
		Total for Vendor:	1,251.28						
41419		63 SCHOTT DIST CO INC	13,597.75						
		508959 03/02/23 BEER	6,877.15			609 975 4975	252		1010
		508959 03/02/23 NA BEVERAGE	59.40			609 975 4975	254		1010
		508979 03/02/23 LIQUOR	55.80			609 975 4975	251		1010
		356494 02/16/23 BEER CREDIT	-52.70			609 975 4975	252		1010
		510001 03/09/23 BEER	5,116.30			609 975 4975	252		1010
		510002 03/09/23 LIQUOR	1,171.80			609 975 4975	251		1010
		510002 03/09/23 WINE	370.00			609 975 4975	251		1010
		Total for Vendor:	13,597.75						
41485		64 SELCO	1,654.05						
		050995 02/28/23 DEEP FREEZE LICENSE	42.00			211 550 4550	370		1010
		050995 02/28/23 PATRON CARDS	52.00			211 550 4550	210		1010
		051018 03/02/23 MAR ILS PKG/PC SUPPORT	1,552.85			211 550 4550	309		1010
		051065 03/03/23 '23 BOOKPAGE SUBSCRIPTION	7.20			211 550 4550	216		1010
		Total for Vendor:	1,654.05						

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41486		2327 SEMVCET	7,878.56						
	2023-7	03/13/23 2023 AGENCY FUNDS	7,878.56			101 210 4210	334		1010
		Total for Vendor:	7,878.56						
41504		3850 SOUTHERN GLAZER'S OF MN	604.25						
	2321169	03/08/23 LIQUOR	596.50			609 975 4975	251		1010
	2321169	03/08/23 FREIGHT	7.75			609 975 4975	335		1010
		Total for Vendor:	604.25						
41433		5104 STAR ENERGY SERVICES	118.50						
	20899	02/28/23 ENGINEER SERV-HAYES	118.50*			604 959 4959	444		1010
		Total for Vendor:	118.50						
41434		3116 STRAIN'S BODY SHOP	6,686.52						
	18055	03/13/23 '22 HAIL DAMAGE RPR-'21 CHEV	1,426.43			601 1151			1010
	18055	03/13/23 '22 HAIL DAMAGE RPR-'21 CHEV	1,426.42			602 1151			1010
	18055	03/13/23 DED-'22 HAIL DAMAGE-'21 CHEV	250.00			601 943 4943	400		1010
	18055	03/13/23 DED-'22 HAIL DAMAGE-'21 CHEV	250.00			602 948 4948	400		1010
	18056	03/13/23 '22 HAIL DAMAGE RPR-'19 FORD	2,833.67			601 1151			1010
	18056	03/13/23 DED-'22 HAIL DAMAGE-'19 FORD	500.00			601 943 4943	400		1010
		Total for Vendor:	6,686.52						
41404		79 STREICHER'S	202.98						
	I1620152	03/03/23 HAND GUARD/WEAPON LIGHT	202.98			101 210 4210	240		1010
		Total for Vendor:	202.98						
41443		153 STUSSY CONSTRUCTION INC	537.10						
	47569	02/28/23 ROCK	537.10			601 943 4943	220		1010
		Total for Vendor:	537.10						
41505		6231 SxSE MN BREWING CO.	205.00						
	IN-70279	03/09/23 BEER	205.00			609 975 4975	252		1010
		Total for Vendor:	205.00						

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41487		6591 TALCOTT, JOHN	8.06						
	01/13/23	PARTS-REPAIR WALL & DOOR STOP	8.06			211 550 4550	220		1010
		Total for Vendor:	8.06						
41499		6273 TANTALUS SYSTEMS INC	332.13						
	ORD42147 03/15/23	MOUNTED NETWORK REPEATER	332.13			604 957 4957	260		1010
		Total for Vendor:	332.13						
41495		498 TEIGEN PAPER & SUPPLY	133.56						
	97926 03/09/23	T BOWL CLEANER/ROLL TOWELS	10.07			101 310 4310	220		1010
	97926 03/09/23	T BOWL CLEANER/ROLL TOWELS	10.07			101 312 4312	220		1010
	97926 03/09/23	T BOWL CLEANER/ROLL TOWELS	10.07			101 517 4517	220		1010
	97926 03/09/23	T BOWL CLEANER/ROLL TOWELS	10.07			601 943 4943	220		1010
	97926 03/09/23	T BOWL CLEANER/ROLL TOWELS	10.07			602 948 4948	220		1010
	97926 03/09/23	T BOWL CLEANER/ROLL TOWELS	10.08			604 957 4957	220		1010
	97926 03/09/23	T BOWL CLEANER/ROLL TOWELS	10.08			605 963 4963	220		1010
	97926 03/09/23	SALES TAX	0.69			604 957 4957	220		1010
	97926 03/09/23	SALES TAX	-0.69			604 2025			1010
	97926 03/09/23	D C TRANSIT TAX	0.05			604 957 4957	220		1010
	97926 03/09/23	D C TRANSIT TAX	-0.05			604 2026			1010
	97926 03/09/23	T TISSUE	9.01			101 310 4310	210		1010
	97926 03/09/23	T TISSUE	9.01			101 312 4312	210		1010
	97926 03/09/23	T TISSUE	9.01			101 517 4517	210		1010
	97926 03/09/23	T TISSUE	9.01			601 943 4943	210		1010
	97926 03/09/23	T TISSUE	9.01			602 948 4948	210		1010
	97926 03/09/23	T TISSUE	9.00			604 957 4957	210		1010
	97926 03/09/23	T TISSUE	9.00			605 963 4963	210		1010
	97926 03/09/23	SALES TAX	0.62			604 957 4957	210		1010
	97926 03/09/23	SALES TAX	-0.62			604 2025			1010
	97926 03/09/23	D C TRANSIT TAX	0.05			604 957 4957	210		1010
	97926 03/09/23	D C TRANSIT TAX	-0.05			604 2026			1010
		Total for Vendor:	133.56						

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
41506		6561 THE HOME CITY ICE COMPANY	75.35						
	6782230181	03/14/23 ICE-L.S.	75.35			609 975 4975	257		1010
		Total for Vendor:	75.35						
41405		71 UTILITY CONSULTANTS INC	2,800.71						
	115381	02/28/23 TOTAL COLIFORM	129.36			601 943 4943	440		1010
	115381	02/28/23 CBOD/TSS/TOT PHOSPH/AMMONIA	2,386.63			602 947 4947	440		1010
	115381	02/28/23 MANTORVILLE TESTING	284.72			602 947 4947	440		1010
		Total for Vendor:	2,800.71						
41488		5035 VALLI INFORMATION SYSTEMS INC	2,343.09						
	87059	02/28/23 UTILITY BILLING MAILING	468.62			601 944 4944	325		1010
	87059	02/28/23 UTILITY BILLING MAILING	468.62			602 949 4949	325		1010
	87059	02/28/23 UTILITY BILLING MAILING	937.23			604 959 4959	325		1010
	87059	02/28/23 UTILITY BILLING MAILING	468.62			605 963 4963	325		1010
		Total for Vendor:	2,343.09						
41507		4466 VINOCOPIA INC	367.50						
	0325107-IN	03/08/23 WINE	360.00			609 975 4975	251		1010
	0325107-IN	03/08/23 FREIGHT	7.50			609 975 4975	335		1010
		Total for Vendor:	367.50						
41435		5497 VOSEN, DAVID	250.49						
	03/13/23	MEALS-MRWA ANNL CONF	60.54			601 944 4944	333		1010
	03/13/23	MILES-MRWA ANN'L CONF	189.95			601 944 4944	333		1010
		Total for Vendor:	250.49						
41406		637 WEBER, LETH & WOESSNER PLC	2,320.00						
	FEB '23	02/28/23 .5 HR LEGAL-P&Z-E CREEK DEVEL	72.50			101 191 4191	304		1010
	FEB '23	02/28/23 2.6 HRS LEGAL-C C MTGS	377.00			101 111 4111	304		1010
	FEB '23	02/28/23 .8 HR LEGAL-ENG-HWY 57 CONST	116.00*			101 310 4310	304		1010
	FEB '23	02/28/23 3.3 HRS LEGAL-HWY 57 PRJ ASSM	478.50*			101 310 4310	304		1010
	FEB '23	02/28/23 .6 HR LEGAL-ELECT-XCEL RELOC	87.00			604 959 4959	304		1010
	FEB '23	02/28/23 8.2 HRS LEGAL-NEW FIRE HALL	1,189.00*			430 630 4630	304		1010
		Total for Vendor:	2,320.00						

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41436		388 WESCO RECEIVABLES CORP	17,016.50						
	180539	01/31/23 4" DUCT	16,673.19			604 957 4957	220		1010
	195817	03/03/23 ADAPTER, LEVER BYPASS	343.31			604 957 4957	220		1010
		Total for Vendor:	17,016.50						
41508		2407 WINE MERCHANTS	754.44						
	7418675	03/09/23 WINE	748.00			609 975 4975	251		1010
	7418675	03/09/23 FREIGHT	6.44			609 975 4975	335		1010
		Total for Vendor:	754.44						
41407		6283 WSE MASSEY ENGINEERING SERVICES	3,192.30						
	814-234233	03/02/23 KA BLDG-INSPECTION FEES	3,192.30			101 240 4240	444		1010
		Total for Vendor:	3,192.30						
41425		50 XCEL ENERGY	20.12						
	818395028	03/03/23 UTIL SERV-STR LT 2/3-3/2	20.12			101 316 4316	380		1010
		Total for Vendor:	20.12						
41426		2731 ZAWORSKI, NANCY	8,336.25						
	03/08/23	CLIENT SERVICES	8,336.25*			101 140 4140	440		1010
		Total for Vendor:	8,336.25						
		# of Claims	81	Total:	585,793.00	# of Vendors	80		

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CITY OF KASSON
Fund Summary for Claims
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Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$202,307.88
211 Library Fund	
1010 CASH-OPERATING	\$2,805.56
290 Economic Development	
1010 CASH-OPERATING	\$253.00
430 Public Safety Building	
1010 CASH-OPERATING	\$1,189.00
601 Water Fund	
1010 CASH-OPERATING	\$37,956.50
602 Sewer Fund	
1010 CASH-OPERATING	\$26,172.68
604 Electric Fund	
1010 CASH-OPERATING	\$265,503.48
605 Storm Water	
1010 CASH-OPERATING	\$1,530.51
606 ICE ARENA	
1010 CASH-OPERATING	\$1,589.65
609 Liquor Fund	
1010 CASH-OPERATING	\$46,484.74
Total:	\$585,793.00

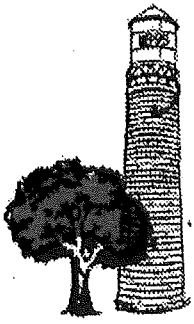
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CITY OF KASSON
Claim Approval Signature Page
For the Accounting Period: 3 / 23

CITY OF KASSON
401 5TH STREET SE
KASSON, MN 55944-2204

The claim batch dated see signature are approved for payment.

APPROVED see signature Council Member
see signature Council Member



TREE
CITY
USA

CITY OF KASSON

401 FIFTH STREET SE
KASSON, MINNESOTA 55944-2204
PHONE: (507) 634-7071
FAX: (507) 634-4737

MEMO

To: Mayor and City Council

From: Public Works Director Charlie Bradford

Date: March 12th, 2023

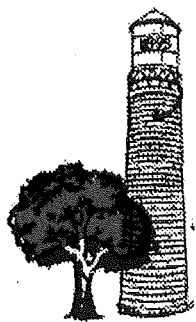
Subject: Evaluation of Streets/Parks Public Works Worker Corey Carstensen

To Mayor and City Council:

Streets/Parks Public Works Worker Corey Carstensen has been given his annual performance review. His performance consistently meets and sometimes exceeds the requirements of the position. Corey is a valuable asset to the city with his mechanical skills, equipment operating skills, and job knowledge. He arrives to work early everyday and has equipment ready to go for the day when everybody else gets to work. He should continue to use his knowledge and experience to help train new Streets/Parks staff. Corey is at the top of his pay scale (Grade 7 Step 7).

Thank you,

Charlie Bradford



TREE
CITY
USA

CITY OF KASSON

401 FIFTH STREET SE
KASSON, MINNESOTA 55944-2204
PHONE: (507) 634-7071
FAX: (507) 634-4737

MEMO

To: Mayor and City Council
From: Public Works Director Charlie Bradford
Date: March 25th, 2023
Subject: Evaluation of Wastewater Operator II Isaac Thoe

To Mayor and City Council:

Wastewater Operator II Isaac Thoe has been given his annual performance review. His performance consistently meets and sometimes exceeds the requirements of the position. Isaac likes to stay busy working and is always willing to help out where ever needed. He strives to further advance his licensing as soon as his years of service allows. Isaac should continue to work with Dave Vosen on getting a better understanding of the computer control system of the Water/Wastewater department. I recommend that Isaac be moved from Grade 9 Step 1 to Grade 9 Step 2.

Thank you,

Charlie Bradford



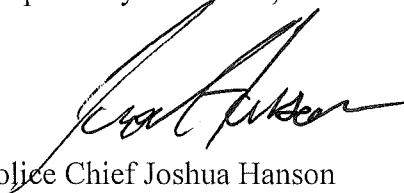
Kasson Police Department

19 East Main Street
Kasson, MN 55944
507-634-3881
Fax: 507-634-4698

To: Mayor and City Council
From: Police Chief Joshua Hanson
CC:
Date: 3/14/2023
Re: Investigator Gerald Runnells Performance Evaluation

Investigator Gerald Runnells has been given his annual review and he meets expectations. I recommend that Gerald's compensation be increased to step 3 of grade 13 (\$38.41).

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Joshua Hanson", is written over the printed name.

Police Chief Joshua Hanson

Kasson Fire Department – Monthly Meeting

March 6, 2023 - 1900

Meeting Called to Order: Chief Joe Fitch

Roll Call

Minutes of the previous meeting: Read and Approved

Treasurer's Report – Relief General Fund: \$39,578.94

Appointment of Entertainment: (APRIL) Ulve / Alexander

Training/Drill(s):

MARCH 20 - SE EMS

MARCH 27 - Grain Bin Rescues

Guest(s):

NONE

Old Business:

- Upcoming fire schools in the spring
 - March 25-26, 2023 at Riverland Austin
- Minnesota Fire & Rescue Chaplain Training Conference
 - March 18th & 19th from 0700-1700
 - Marshall, MN with limited spots available, info on board
- Pancake Breakfast and Recruitment Open House
 - Saturday, April 1st
 - 0600-1000 breakfast and then 1100-1300 recruitment open house
 - Friday night setup
- Dance update
 - Red Dirt Road will be the band for 2023
 - We have received gambling permit, next step is selecting the items

New Business:

- Thank you
 - Thank you note from Bradford family for flowers sent to funeral of their daughter
 - Thank you note from Morten family for setting up a truck and other display items at Steve's funeral
- Prom Dates
 - Triton April 22
 - Hayfield April 29
 - Byron April 29
 - KM May 6
 - Kenyon Wanamingo May 6
- Committee for storage container design and construction

- Let Derby know if you are interested
- **Byron Mutual Aid Dinner**
 - Wednesday, March 15th at their fire hall
 - Social hour 1800 / Dinner 1900
- **Duty Crew Availability**
 - Sign up for what you are truly available for
 - If something comes you, you need to communicate that as soon as it happens
 - If you are going to pick up on other weeks due to scheduling conflicts, let the LT know so they can plan accordingly
 - Communication needs to include your Lieutenant no matter if they are on the schedule or not
- **SKYWARN training**
 - Tuesday April 18th from 1830-2030 at the Triton High School in the Performing Arts Center
- **KM Lions Supper**
 - Monday May 15th at 1800
- **Maintenance**
 - Make sure you are correctly checking the items and if something doesn't get done, make note as to why it wasn't done, if it's something that is expired replace it
 - D.C. Seljan will be updating the forms in Aladtec
- **Post prom fundraiser**
 - Check out the posted flier
 - If you want to help with the event on March 19th, reach out to Chief

Officers Update:

- Tripod and augur have been moved next to the blue air compressor

Relief Updates:

=====

■ **Apparatus / Other Status Reports**

- Rescue
- Engine I
- Engine II
- Tanker I
- New tanker
- Ladder I
- Grass Rig
- Utility
- Chief's truck
- EMR Unit
- HAZMAT

Will be getting new pump motor, battery maintainer installed
Still acting up, make sure you take a radio with you

Bills Reviews by Relief:

- N/A

Review of Calls:

33	Calls for Feb 2023
27	EMS
	MVC
	Rescue
2	Fire
	Alarm
2	Canceled
1	CO Alarm/Gas Leak
1	Other

Capt Miller and Capt Ulve talked about a concern to keep in mind when responding for a fire call at a couple addresses

Capt Schuh talked about a critical call and how importance of working as a team

Chief Fitch reminded the department that if you need to be a parent in a situation, we want you to be a parent

Good of the Assoc:

Meeting Adjourned

Respectfully Submitted: Lindsey Derby, Sec / Treas '23

... Firefighters not in attendance – Please sign and date your reading of the Meeting Minutes ...

_____	_____
_____	_____
_____	_____

KASSON PUBLIC LIBRARY (KPL) BOARD OF TRUSTEES MEETING MINUTES

Tuesday, February 14th, 2023, at 6:00pm in the Library

Present: Mel Ferris, Heather Gransee, Fran Johnson, Laurie Schultz, Ian Stauffer (arriving at 6:20) and Director Michele McCaughtry

Absent: none

Visitors: Tim Ibish, City Administrator; John Talcott, Friends of KPL; and Beverly Jorgenson, SELCO Representative

Petitions to the Chair: John brought a bill for reimbursement. See the Friend's of the Library Report and Director's Building Report for additional information.

Amendments to Agenda: Laurie motioned to approve the agenda; 2nd by Mel. Motion carried.

Minutes of the Jan KPL Board Meeting: Motion to approve by Heather; 2nd by Mel. Motion carried.

Financial Reports/Payables: Motion to approve the reports by Laurie, 2nd by Heather. Motion carried.

Monthly Reports/Receivables: Motion to approve by Heather, 2nd by Laurie. Motion carried.

Director's Report:

- Preparing the Annual Report for the MN Dept of Educ due April 1st.
- Meeting with Steve Harsin, the SELCO consultant to Library Directors, regarding the Annual Report statistics, county funding, and organizing a Dodge County librarians meeting.
- Rearranged the library furniture to foster patron engagement.
- Created a rough draft of the 5-year Capital Improvement Plan which was sent to Jessica Royer, the City Finance Director; see New Business for additional details.
- Michele would like to submit photos to the DCI of various library events, such as Storytime, to promote KPL.
- Kelly Bell on sick leave until March 15th.

Library Activities:

- The annual library inventory concluded with the volunteer assistance of Dixie Anderson and Pat Baldwin. Staff is evaluating which items are permanently lost, should be discarded or replaced, and which collections should be expanded.
- Storytime continues on Fridays at 10:30am, as well as Storytime at Headstart.
- Blind Date with a Book concludes on February 23rd.
- KPL will participate in the Kasson Chamber of Commerce St. Patty's Day celebration by hosting a special Saturday Storytime on March 11th at 10:30.
- Mayo Clinic Pharmacists on Saturdays begins on March 25th and runs till May.
- Staff continues to prepare for the 2023 SRP. Potential dates are June 5-July 28th.
- Staff is beginning to plan for the KPL's 125th Anniversary with a kickoff in April 2024. Michele and Nancy met with Mary Ashford of the Mantorville Art Guild and decided to form a committee of 10 people to assist with planning. Tim asked if the group will be fundraising and if the celebrations could happen during the summer as a part of the SRP, possibly incorporating the KAC. Michele is hoping for a SELCO grant and would like to involve Friends as well, possibly as a membership drive.
- Monthly gallery displays provided in partnership with the Mantorville Art Guild.
- Book deliveries continue to daycares, the homebound, special needs patrons, and nursing home facilities.

- The Community Room offers numerous community outreach programs to Kasson.

Building Report:

- The SW exterior door and lobby window have been replaced. Charlie will paint the door when the weather allows.
- John repaired the wall where the Community Room door handle wall bumper crushed into the drywall. While he does not mind doing the repairs, he inquired if there was a building maintenance person at the City level. His concern is that the work quality of volunteers may not be up to par. Tim mentioned that it would depend on the kind of work, for example, hanging a picture in your office versus replacing the air filters. Tim and Michele agreed to discuss this further. At a minimum, volunteers performing potentially dangerous work, such as changing air filters, should be signing a waiver so that they are covered by City insurance in case of an accident.
- As the snow melts on the flat roofs, a slow leak was discovered in the electrical room. Michele contacted the ICS Senior Project Manager Bryce Kinniry, who contacted the electrician through the builder. The leakage is being caused by a missing boot seal. At this time, no one has come to install the boot seal. Tim is aware of the situation and recommended that Michele take pictures of the water damage, especially as it continues to worsen.

Committee Reports:

City Council: none

Friends of the Library: The Annual Meeting takes place on Saturday. John reported that Friends is in danger of losing its tax-exempt status due to the lack of a President, ie. the person legally responsible for signing official paperwork. With volunteerism shrinking amongst all civil organizations, Friends is no different and is struggling with membership. Will Lambert (the previous President) is willing to assist the new President if someone volunteers. At this time, most members have already served a maximum term.

Friends came into existence to help raise money to build a new library. Currently, Friends is a major contributor of SRP and sponsor for author visits. Unlike KPL, Friends hold a tax-exempt status, allowing charitable contributions to the library.

Michele has some ideas for Friends, such as advertising and reconstituting. She also mentioned the SELCO Foundation might be an alternative for tax-exempt fundraising if things become dire.

John also brought an invoice of materials purchased for repairing the wall; he did not charge for his time. See the Building Report for additional details.

SELCO Board of Directors Meeting: Bev stated that her term of service will be completed in June and KPL will need to find another person willing to serve as a representative of KPL. At this time, the Dodge County Representative seat is also vacant. Bev recommended not combining the 2 positions due the time each position requires. Being the KPL representative currently requires one to also serve on a SELCO committee and requires 2-3 meetings per month.

The last week in February is Library Legislative Week. Bev will be in St Paul on Feb 28th meeting with legislators. Bev invited everyone to consider attending to promote the importance of libraries. Currently, Gov Walz has proposed increasing the library budget by \$2 million.

The Structure Study Task Force decided it was beneficial to proceed investigating the merging of SELS and SELCO. The SELS meeting and the SELCO meeting, which occur one directly after another, both agreed with the findings and voted to continue the merging negotiations. The task force now moves from “if” to “how” and “when”. The Joint Powers Agreement requires unanimous agreement between all its members. The current system behaves as a merged system even though it is not.

Old Business: none

New Business:

Library 5-yr Capital Improvement Plan: Previously, this was a 20-yr long range plan. Michele proposed some ideas to encourage brainstorming:

- purchase additional shelves, replace furniture, exterior building maintenance
- construct walking/biking paths to the library, plant shade trees, install benches or a small pavilion, build an amphitheater/gazebo for SRP

The Board decided to make recommendations at the March meeting as the City will be reviewing on March 18th.

Revisit Inclement Weather Policy: Within a few weeks of being the new director, 2 major storms occurred and the KM schools closed. At the time the policy was approved, KPL employees were required to use PTO if the employee wanted to be paid during the closure. The Board acknowledges the difficulty of balancing the service being provided with the safety of its patrons as well as forcing employees to take PTO (or not being paid) with the safety of its employees. Because the City just recently revisited its policy during inclement weather, the Board would like to review the City’s policy prior to making any decisions on the KPL Inclement Weather Policy. Michele will contact Linda Rappe for more information. John reminded the Board that KPL is its own legal entity and may choose to either close or remain open regardless of what the City offices do. (For example, City offices do not maintain the same hours as KPL and KPL does not close at noon on Fridays during the summer.) The Board will revisit this issue in March.

General Discussion: none

Adjourn: 7:25pm

Respectfully submitted by: Laurie Schultz, secretary

MINUTES OF PLANNING COMMISSION MEETING

February 13, 2023

Pursuant to due call and notice thereof, a regular Planning Commission meeting was held at City Hall on the 13th day of March, 2023 at 6:30 PM

THE FOLLOWING WERE PRESENT: Chairman Ferris, Commissioner Buckingham, Commissioner Fitch, Commissioner Hanson, Commissioner Eggler, Commissioner Tinsley and Commissioner Johnson

THE FOLLOWING WERE ABSENT: None

THE FOLLOWING WERE ALSO PRESENT: City Clerk Linda Rappe, Ian Albers, Planning/EDA Assistant, Brad Scheib – HKGi, City Administrator, John Buckingham, Gordy Simanton from Solar Stone, James Foote, Dean Schuette, Lois and Leon Cunningham, Cassie Kruger

CALL TO ORDER AT 6:30PM

SWEAR IN NEW MEMBER – City Clerk Rappe swore in New Planning Commissioner Brandon Buckingham.

MINUTES OF THE PREVIOUS MEETING – February 13, 2023 **Motion to Approve made by Commissioner Tinsley, second by Commissioner Fitch with All Voting Aye**

PUBLIC HEARINGS – Kwik Trip Electronic Sign – Planning/EDA Asst. Ian Albers gave the background on the electronic message sign for the new Kwik Trip on N Mantorville avenue. Mr. Albers went through the findings of fact. – Chairman Ferris asked how far the residential homes to the north are from the sign. Mr. Scheib stated well over 100 feet.

Public Hearing Opened

No comments

Public Hearing Closed

Motion to recommend approval made by Commissioner Eggler, second by Commissioner Buckingham with All Voting Aye.

DISCUSSION ON AN INQUIRY FOR ANNEXATION – Mr. Albers stated that there is a proposal to annex property for a solar farm. The parcel is 77 acres and 5 acres are for the solar farm. This is in our urban expansion area but not in our orderly annexation area.

Mr. Scheib stated that the orderly annexation agreement would need to be amended. The comp plan and zoning ordinance would have to be amended. This is just a discussion there has been no formal application. Chairman Ferris asked what the balance of the land may be used for. Commissioner Fitch is concerned with access he would like to see more of a general development plan. Gordy Simanton from Solar Stone stated that the land is owned by Jessup DeCook who could not attend tonight's meeting. Mr. Simanton is under the impression that the balance of the land would be residential. Commissioner Johnson asked about the electric service, Mr. Simanton stated that this would served by Xcel unless we made a land swap or bought out that territory, Xcel would get the power.

Mr. Schieb stated that there are a lot of topics that we need to understand, the key system impacts, how does our code address solar developments, it does not. The Comp plan would have to be updated. And what does this mean for our public utility.

REZONING WITHIN THE URBAN EXPANSION DISTRICT FOR LC TRUCKING

RELOCATION – Mr. Albers stated that LC Trucking is looking at relocating to the intersection of

County Road 15 and 34. LC Trucking has made application to the County for a rezone. This is in our urban expansion zone so the County will look at the City's recommendation on the rezone. This is a location that is planned for an interchange and this would be a very fitting use for this area. Commissioner Eggler is in favor of recommending moving forward with a positive recommendation. This fits in the area. Chairman Ferris stated that this has reasonable access to Hwy 14. Commissioner Fitch asked Mr. Cunningham about accesses one or two. Mr. Cunningham stated that he would only need one. **Motion to recommend approval of the rezone made by Commissioner Eggler, second by Commissioner Fitch with All Voting Aye.**

OTHER – Nothing

ADJOURN – 7:00pm

Respectfully Submitted,

Linda Rappe, City Clerk

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This fits in the area. Chairman Ferris stated that this has reasonable access to Hwy 14. Commissioner

Fitch asked Mr. Cunningham about accesses one or two. Mr. Cunningham stated that he would only

need one. **Motion to recommend approval of the rezone made by Commissioner Eggler, second by Commissioner Fitch with All Voting Aye.**

OTHER – Nothing

ADJOURN – 7:00pm

Respectfully Submitted,

Linda Rappe, City Clerk

KASSON PARK BOARD MINUTES FEBRUARY 21, 2023 DRAFT

Pursuant to due call and notice thereof, a meeting of the Kasson Park Board was duly held at Kasson City Hall on the 21st day of February at 6:00 P.M.

THE FOLLOWING PARK BOARD MEMBERS WERE PRESENT: Janet Sinning, Ryan Christensen, Greg Kuball, Chris Petree and Jon Knutson

THE FOLLOWING WERE ABSENT: Chuck Coleman and Christine Purvis

ALSO PRESENT: Patrick Trihey, Scoutmaster Tim Hruska, City Administrator Tim Ibisch, Parks & Rec/Streets Supervisor Ben Langan and Deputy Clerk Jan Naig

I. Call to Order: The meeting was called to order at 6:00 P.M. by Chairperson Kuball

II. Approve minutes: Motion by Christensen and second by Sinning, with all voting Aye, to approve the minutes of the January 2023 Park Board Meeting.

III. Old Business:

- A. Eagle Scout project proposal - Patrick Trihey.** Trihey presented a proposal for the two bike repair stations that will provide access to the tools needed to fix a bike. He plans to install the repair stations in Veterans Memorial Park and Lions Park. He also added a 21" x 60" bench (similar to those along Sunrise and Sunset Trails) into his proposal that will be installed next to the repair station in Lions Park. He is looking for a sign-off on the design draft from the City. Following the City's approval, he will work up a materials list, work on fundraising and labor contributions and finally, construction of the repair stations and bench. The estimated cost of the project is \$1,000.00 which will not be a cost to the City.

Motion by Sinning and second by Christensen, with all voting Aye, to recommend that the Park Board send the Eagle Scout proposal for the bike repair stations to the City Council for approval.

IV. New Business:

- A. Select Vice Chair.** Motion was made by Sinning to appoint Coleman as Vice Chair for 2023. There being no further nominations, a unanimous vote was cast in favor of Coleman.
- B. 2023 K.A.C.**
- 1. Set 2023 wages.** Langan called Stewartville and Dodge Center to confirm their proposed wages for 2023 seasonal employees. Kasson is considerably higher than either City. Since the minimum wage increase for 2023 has gone from \$10.33 to \$10.59, the Board is in agreement to increase all wages by the same amount - .26/hour.
- Motion by Knutson and second by Petree, with all voting Aye, to increase the wages for 1st year admission/concessions workers (to \$9.59), 2nd year admissions concessions workers (to \$10.59), lifeguards (to \$13.26), W.S.I.'s

(to \$15.26) and Assistant Managers (to \$16.51) by the .26 cents per hour over the 2022 wage.

2. **Hire 2023 Assistant Managers.** Langan interviewed the candidates for the Assistant Manager positions in December. He listed the candidates that have been recommended to fill the four positions.
Motion by Petree and second by Sinning, with all voting Aye, to hire the following as Assistant Managers for the 2023 season: Rachel Schultz, Duncan Olson, Patrick Trihey and Michaela Kern.
3. **Payment options for K.A.C.** Langan indicated that there has been some concern from the K.A.C. staff about going “cashless” at the Aquatic Center. The Board agreed that there are circumstances where people from out of the area may not be aware of a “credit card only” payment option. The Board recommends a cash or credit card only payment option for concessions – no checks. At this time payments of cash, check or credit card will be accepted for memberships, lessons and daily fees. There may also be a need to implement a “no out of town check” policy if there are problems with checks that do not clear the bank.
4. **Lemmie Jones inspection & 2023 repairs.** Langan reported some of the recommendations for repairs that were part of the 2022 Aquatic Center inspection. In 2023 funds are budgeted to repaint the dive tower (\$8,000.00) and to repair the toddler slide (\$14,000.00). Repairs to the two large slides and repainting the play features should be on our radar over the next three years. Replacing the seals and finishing the interior of the slides being the top priority. Langan has also implemented a yearly maintenance program for the pumps.
5. **Follow up on sub-committee meeting with Community Ed.** Langan and Administrator Ibisch met with the representatives from Community Ed in January. At this time, the plan will probably be to start small and use them for advertising. The current cost is \$250.00/page to advertise in their brochure. The Board will probably consider advertising in the Community Ed winter/spring and spring/summer brochures since this would be another venue for advertising that reaches a large number of households. Langan will verify what has been budgeted for advertising in 2023. The collaboration discussions with Community Ed will be on-going.
- C. **Signage proposal from the Save the Wall Committee.** Sinning brought in a draft of the signage proposal that the Committee would like to install next to the stone wall. She estimates it will be a 24”x 36” sign, mounted on two posts. Motion by Sinning and second by Kuball, with all voting Aye, to recommend approval of a sign funded by the Save the Wall Committee that is to be placed near the stone wall in Veterans Memorial Park.

V. **Correspondence:** None.

VI. Adjourn: Motion by Christensen and second by Petree, with all voting Aye, to adjourn the meeting at 7:05 P.M.

Chairperson

Deputy Clerk

The next meeting will be on March 21st.

**CITY OF KASSON
RESOLUTION #3.X-23**

**RESOLUTION ACCEPTING DONATIONS TO PROMOTE POSITIVE POLICE/COMMUNITY
INTERACTIONS INITIATIVE**

WHEREAS, Glenda Schwartz has made a donation to the City of Kasson Community Policing Fund in the amount of \$50.00 to be allocated to lawful purposes to promote positive police/community interactions initiative.

**THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KASSON,
MINNESOTA:**

These donations to the City of Kasson are hereby accepted.

ADOPTED this 22nd day of March, 2023.

ATTEST:

Chris McKern, Mayor

Linda Rappe, City Clerk

The motion for the adoption of the foregoing resolution was made by Council Member XX and duly seconded by Council Member XX. Upon a vote being taken, the following members voted in favor thereof: XX . Those against same: XX.

REQUEST FOR COUNCIL ACTION

Meeting

Date: January 11, 2023

AGENDA SECTION: Public Hearings	ORIGINATING DEPT: Admin
ITEM DESCRIPTION: Amendment to the Liquor Ordinance	PREPARED BY: Jan Naig

At the last Council meeting there was some discussion about the amendment to the Brewer Off-Sale License in our City Code. Our current ordinance is set up as a growler off-sale license. Scott Stroh is also requesting the Application for the 128 oz per day. This is a new license that was passed at the State in 2022. We need to add this wording into our ordinance before we can submit the license request to add this provision onto his Brewer Off-Sale License. The other items in red just follow state statute. Some of the other cities' ordinances that I've reviewed have included this information in their city code. I just thought that if we were adding to the Brewer Off-Sale section of our ordinance, we should also clean up the language for the off-sale growlers license.

COUNCIL ACTION REQUESTED:

Admin is asking for approval of the amended Ordinance

CITY OF KASSON
ORDINANCE NO. 3.X-23

ORDINANCE AMENDING THE KASSON CODE OF ORDINANCES ALCOHOL LICENSING
SECTION 110.

The City Council of Kasson does ordain:

To Amend Section 110.22:

(A) 110.22 KINDS OF LIQUOR LICENSES.

(J) Brewer off-sale malt liquor licenses, which may be issued under M.S. State Statute 340A.301, Subd. 6 (c), (i), or (j), with the approval of the Commissioner **and meeting the criteria established by M.S. State Statute 340A.29 as may be amended from time to time**, to sell at its licensed premises malt liquor that has been produced and packaged by the brewer in compliance with state law. The amount of malt liquor sold at off-sale may not exceed 750 barrels annually.

Application for Small Brewer Off Sale – 128 ounces per day must be approved by the local jurisdiction. The amount of malt liquor sold at off-sale under this license may not exceed 128 ounces per customer per day. Packaging of malt liquor for off-sale under this license must comply with provisions of Minnesota Rules, parts 7515.1080 to 7515.1120.

Off-sale of malt liquor shall be limited to the legal hours for off-sale licensees, and malt liquor sold off-sale must be removed from the premises before the off-sale closing time except that malt liquor in growlers only may be sold at off-sale on Sundays. **Sunday sales must be approved by the local jurisdiction. Packaging of malt liquor for off-sale must comply to Minnesota State Statute section 340A.285, as it may be amended from time to time.**

This ordinance is effective upon adoption and official publication

Adopted by the City Council this 22nd day of March, 2023.

Mayor Chris McKern

Attest: Linda Rappe, City Clerk

The motion for the adoption of the foregoing resolution was made by Council Member XX and duly seconded by Council Member XX. Upon a vote being taken, the following members voted in favor thereof: XX. Those against same: XX.

Published in the DCI this 30th day of March 2023

ORDINANCE 3.X-2023

AN ORDINANCE REGULATING THE SALE OF TOBACCO AND RELATED DEVICES AND PRODUCTS WITHIN THE CITY OF KASSON, MINNESOTA

The City Council of the City of Kasson does hereby ordain and establishes an ordinance relating to the sale of tobacco, tobacco products, tobacco related devices, electronic delivery devices, and nicotine lobelia delivery devices in the City.

Title XI

Add Section 115

- 115.01 Purpose
- 115.02 Definitions
- 115.03 License
- 115.04 Fees
- 115.05 Basis for Denial of License
- 115.06 Prohibited Sales
- 115.07 Responsibility
- 115.08 Compliance Checks and Inspections
- 115.09 Other Prohibited Acts
- 115.10 Exceptions and Defenses
- 115.11 Violations and Penalties
- 115.12 Severability
- 115.13 Effective Date

§ 115.01 PURPOSE.

Because the city recognizes that many retailers sell tobacco, tobacco products, tobacco-related devices, electronic delivery devices, and nicotine or lobelia delivery products to persons under the age of 21; and because sales to person under the age of 21 are a violation Federal and state law; and because studies have shown that most people who use commercial tobacco products begin before they have reached the age of 21 years and that those person who reach the age of 21 years without having started using commercial tobacco products are significantly less likely to ever begin; and because the use commercial tobacco products has been shown to be the cause of several serious health problems which subsequently place a financial burden on all levels of government; this ordinance shall be intended to regulate the sale of tobacco, tobacco products, tobacco-related devices, electronic delivery devices, and nicotine or lobelia delivery products for the purpose of enforcing and furthering existing laws and to further the official public policy of the State of Minnesota in regard to preventing young people from starting to use commercial tobacco products as stated in [Minn. Stat. § 144.391](#).

§ 115.02 DEFINITIONS.

Except as may otherwise be provided or clearly implied by context, all terms are given their commonly accepted definitions. The singular shall include the plural and the plural shall include the singular. The term “shall” mean mandatory and the term “may” means permissive. The following terms shall have the definitions given to them:

CHILD-RESISTANT PACKAGING. Packaging that meets the definition set forth in [Code of Federal Regulations, title 16, section 1700.15\(b\)](#), as in effect on January 1, 2015, and was tested in accordance with the method described in [Code of Federal Regulations, title 16, section 1700.20](#), as in effect on January 1, 2015.

COMPLIANCE CHECKS. The system the city, or other government agency, uses to investigate and ensure that those authorized to sell licensed products are following and complying with the requirements of this ordinance. Compliance checks involve the use of persons under the age of 21 who purchase or attempt to purchase licensed products. Compliance checks may also be conducted by the city or other units of government for educational, research, and training purposes or for investigating or enforcing federal, state, or local laws and regulations relating to licensed products.

ELECTRONIC DELIVERY DEVICE. Any product containing or delivering nicotine, lobelia, or any other substance, whether natural or synthetic, intended for human consumption through the inhalation of aerosol or vapor from the product. Electronic delivery device includes any component part of such a product, whether or not marketed or sold separately. Electronic delivery device shall not include any product that has been authorized by the U.S. Food and Drug Administration for legal sales for use in tobacco cessation treatment or other medical purposes and is being marketed and sold solely for that approved purpose.

INDOOR AREA. All space between a floor and a ceiling that is bounded by walls, doorways, or windows, whether open or closed, covering more than 50 percent of the combined surface area of the vertical planes constituting the perimeter of the area. A wall includes any retractable divider, garage door, or other physical barrier, whether temporary or permanent. A standard window screen (.0011 gauge with an eighteen (18) by sixteen (16) mesh count) is not considered a wall.

LICENSED PRODUCTS. The term that collectively refers to any tobacco or tobacco product, tobacco-related device, electronic delivery device, or nicotine or lobelia delivery product.

LOOSIES. The common term used to refer to single cigarettes, cigars, and any other licensed products that have been removed from their original retail packaging and offered for sale. Loosies does not include premium cigars that are hand-constructed, have a wrapper made entirely from whole tobacco leaf, and have a filler and binder made entirely of tobacco, except for adhesives or other materials used to maintain size, texture, or flavor.

MOVEABLE PLACE OF BUSINESS. Any form of business that is operated out of a kiosk,

truck, van, automobile or other type of vehicle or transportable shelter and not a fixed address store front or other permanent type of structure authorized for sales transactions.

NICOTINE OR LOBELIA DELIVERY PRODUCT. Any product containing or delivering nicotine or lobelia intended for human consumption, or any part of such a product, that is not tobacco as defined in this section, not including any product that has been authorized by the U.S. Food and Drug Administration for tobacco use cessation, harm reduction, or for other medical purposes, and is being marketed and sold for that approved purpose.

RETAIL ESTABLISHMENT. Any place of business where licensed products are available for sale to the general public. Retail establishments shall include, but is not limited to grocery stores, tobacco products shops, convenience stores, liquor stores, gasoline service stations, bars, and restaurants.

SALE. Any transfer of goods for money, trade, barter or other consideration.

SELF-SERVICE DISPLAY. The open display of licensed products in a retail establishment in any manner where any person has access to the licensed products without the assistance or intervention of the licensee or the licensee's employee and where a physical exchange of the licensed product from the licensee or the licensee's employee to the customer is not required in order to access the licensed products.

SMOKING. Inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation. SMOKING also includes carrying or using an activated electronic delivery device.

TOBACCO. Any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product including but not limited to cigarettes; cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobaccos; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco. Tobacco does not include any product that has been authorized by the U.S. Food and Drug Administration for sale as a tobacco cessation product, as a tobacco-dependence product or for other medical purposes, and is being marketed and sold solely for such approved purposes.

TOBACCO-RELATED DEVICE. Any rolling papers, wraps, pipes, or other device intentionally designed or intended to be used with tobacco products. Tobacco related device shall include components of tobacco-related devices or tobacco products, which may be marketed or sold separately. Tobacco related devices may or may not contain tobacco.

VENDING MACHINE. Any mechanical, electric or electronic, or other type of device that dispenses licensed products upon the insertion of money, tokens, or other form of payment into

or onto the device by the person seeking to purchase the licensed product.

§115.03 LICENSE.

(A) **License required.** No person shall sell or offer to sell any licensed product without first having obtained a license to do so from the city.

(B) **Application.** An application for a license to sell licensed products shall be made on a form provided by the city. The application shall contain the full name of the applicant, the applicant's residential and business addresses and telephone numbers, the name of the business for which the license is sought, and any additional information the city deems necessary. Upon receipt of a completed application, the City Clerk will forward the application to the City Council for action at its next regularly scheduled meeting. If the City Clerk determines that an application is incomplete, it will be returned to the applicant with notice of the information necessary to make the application complete.

(C) **Action.** The City Council may approve or deny the application for a license, or it may delay action for a reasonable period of time to complete any investigation of the application or the applicant deemed necessary. If the City Council approves the application, the City Clerk will issue the license to the applicant. If the City Council denies the application, notice of the denial will be given to the applicant along with notice of the applicant's right to appeal the decision.

(D) **Term.** All licenses issued are valid for one calendar year from the date of issue.

(E) **Revocation or suspension.** Any license issued may be suspended or revoked following the procedures set forth in the Violations and Penalties Section at §112.11.

(F) **License Not Transferable.** All licenses issued are valid only on the premises for which the license was issued and only for the person to whom the license was issued. The transfer of any license to another location or person is prohibited.

(G) **Movable Place of Business.** No license shall be issued to a moveable place of business. Only fixed location businesses shall be eligible to be licensed under this ordinance.

(H) **Display.** All licenses must be posted and displayed at all times in plain view of the general public in the retail establishment.

(I) **Renewals.** The renewal of a license issued under this ordinance will be handled in the same manner as the original application. The request for a renewal must be made at least 30 days, but no more than 60 days, before the expiration of the current license. The issuance of a license under this ordinance shall be considered a privilege and not an absolute right of the applicant and shall not entitle the holder to an automatic renewal of the license.

(J) **Smoking prohibited.** Smoking, including smoking for the purpose of the sampling of licensed products, is prohibited within the indoor area of any retail establishment licensed under this ordinance.

(K) **Samples prohibited.** No person shall distribute samples of any licensed product free of charge or at a nominal cost. The distribution of licensed products as a free donation is prohibited.

(L) **Proximity to youth-oriented facilities.** No license will be granted to any person for a retail establishment location that is within 250 feet of a youth-oriented facility, as measured by the distance from entrance of the space to be occupied by the proposed licensee to the entrance of a youth-oriented facility. This restriction does not apply to an existing license holder who has been licensed to sell licensed products in that same location for at least one year before the date this section was enacted into law.

§115.04 FEES. No license will be issued under this ordinance until the appropriate license fees are paid in full. The fees will be established by the city's fee schedule and may be amended from time to time.

§115.05 BASIS FOR DENIAL OF LICENSE. Grounds for denying the issuance or renewal of a license include, but are not limited to, the following:

- (1) The applicant is under 21 years of age.
- (2) The applicant has been convicted within the past five years of any violation of a federal, state, or local law, ordinance provision, or other regulation relating to licensed products.
- (3) The applicant has had a license to sell licensed products suspended or revoked within the preceding 12 months of the date of application.
- (4) The applicant fails to provide any of the information required on the licensing application or provides false or misleading information.
- (5) The applicant is prohibited by federal, state, or other local law, ordinance, or other regulation from holding a license.

(B) Except as may otherwise be provided by law, the existence of any particular ground for denial does not mean that the City must deny the license. If a license is mistakenly issued or renewed to a person, the city will revoke the license upon the discovery that the person was ineligible for the license under this ordinance. The city will provide the license holder with notice of the revocation, along with information on the right to appeal.

§115.06 PROHIBITED SALES.

(A) **In general.** No person shall sell or offer to sell any licensed product:

- (1) By means of any type of vending machine unless person under the age of 21 are at all times prohibited from entering the licensed establishment.
- (2) By means of loosies as defined in Section 112.02.
- (3) Containing opium, morphine, jimson weed, bella donna, strychnos, cocaine, marijuana, or other deleterious, hallucinogenic, toxic, or controlled substances except nicotine and other substances found naturally in tobacco or added as part of an otherwise lawful manufacturing process.
- (4) By means of self-service display. All licensed products must be stored behind the sales counter, in a locked case, in a storage unit, or in another area not freely accessible to the general public. Any retailer selling licensed products at the time this ordinance is adopted must comply with this section within 90 days of the effective date of this ordinance.
- (5) By any other means, to any other person, or in any other manner or form prohibited by federal, state, or other local law, ordinance provision, or other regulation.
- (6) By means of liquid, whether or not such liquid contains nicotine, which is intended for human consumption and use in an electronic delivery device, in packaging that is not child-resistant. Upon request by the city, a licensee shall provide a copy of the certificate of compliance or full laboratory testing report for the packaging used.

(B) **Legal age.** No person shall sell any licensed product to any person under the age of 21.

- (1) **Age verification.** Licensees must verify by means of government-issued photographic identification containing the bearer's date of birth that the purchaser is at least 21 years of age. Verification is not required for a person over the age of 30. That the person appeared to be 30 years of age or older does not constitute a defense to a violation of this subsection.
- (2) **Signage.** Notice of the legal sales age, age verification requirement, and possible penalties for underage sales must be posted prominently and in plain view at all times at each location where licensed products are offered for sale. The required signage must be posted in a manner that is clearly visible to anyone who is or is considering making a purchase.

§115.07. RESPONSIBILITY.

All licensees are responsible for the actions of their employees regarding the sale, offer to sell, and furnishing of licensed products on the licensed premises. The sale, offer to sell, or furnishing of any licensed product by an employee shall be considered an act of the licensee. Nothing in this section shall be construed as prohibiting the city from also subjecting the clerk to whatever penalties are appropriate under this Ordinance, State or Federal law, or applicable law or regulation.

§115.08. COMPLIANCE CHECKS AND INSPECTIONS.

All licensed premises must be open to inspection by law enforcement or other authorized government officials during regular business hours. From time to time, but at least once per year, the city, or its designee, will conduct compliance checks. In accordance with state law, the city, or its designee, will conduct a compliance check that involves the participation of a person at least 17 years of age, but under the age of 21 to enter the licensed premises to attempt to purchase licensed products. Prior written consent from a parent or guardian is required for any person under the age of 18 to participate in a compliance check. Persons used for the purpose of compliance checks will be supervised by law enforcement or other designated personnel.

§115.09. OTHER PROHIBITED ACTS

Unless otherwise provided, the following acts are a violation of this ordinance:

- (A) **Use of false identification.** It is a violation of this ordinance for any person to use any form of false identification, whether the identification is that of another person or has been modified or tampered with to represent an age older than the actual age of the person using that identification.

§115.10. EXCEPTIONS AND DEFENSES.

- (A) **Religious, Spiritual, or Cultural Ceremonies or Practices.** Nothing in this ordinance prevents the provision of tobacco or tobacco-related devices to any person as part of an indigenous practice or a lawfully recognized religious, spiritual, or cultural ceremony or practice.
- (B) **Reasonable Reliance.** It is an affirmative defense to a violation of this ordinance for a person to have reasonably relied on proof of age as described by state law.

§115.11 VIOLATIONS AND PENALTIES.

(A) Violations.

- (1) **Notice.** A person violating this ordinance may be issued, either personally or by mail, a citation from the city that sets forth the alleged violation and that informs the alleged violator of their right to a hearing on the matter and how and where a hearing may be requested, including a contact address and phone number.
- (2) **Hearings.**
 - (a) Upon issuance of a citation, a person accused of violating this ordinance may request in writing a hearing on the matter. Hearing requests must be made within 30 days of the issuance of the citation and delivered to the City Clerk or other designated city officer. Failure to properly request a hearing within 30 days of the issuance of the citation will terminate the person's right to a hearing
 - (b) The City Clerk or other designated city officer will set the time and place for the hearing. Written notice of the hearing time and place will be mailed or delivered to the accused violator at least 10 business days prior to the hearing.
- (3) **Hearing Officer.** The City Council will designate a hearing officer. The hearing officer will be an impartial employee of the city or an impartial person retained by the city to conduct the hearing.
- (4) **Decision.** A decision will be issued by the hearing officer within 10 business days of the hearing. If the hearing officer determines that a violation of this ordinance did occur, that decision, along with the hearing officer's reasons for finding a violation and the penalty to be imposed, will be recorded in writing, a copy of which will be provided to the city and the accused violator by in-person delivery or mail as soon as practicable. If the hearing officer finds that no violation occurred or finds grounds for not imposing any penalty, those findings will be recorded and a copy will be provided to the city and the acquitted accused violator by in-person delivery or mail as soon as practicable. The decision of the hearing officer is final, subject to an appeal as described in section 11, paragraph (A)(6) of this section.
- (5) **Appeals.** Appeals of any decision made by the hearing officer must be filed in Dodge County district court within 30 days of the date of the decision.
- (6) **Misdemeanor prosecution.** Any person over the age of 21 years or retailer who violates any of the provisions of this ordinance may be subject to a misdemeanor.
- (7) **Continued violation.** Each violation, and every day in which a violation occurs or

continues, shall constitute a separate offense.

(B) Administrative penalties

- (1) **Licensees.** Any licensee cited for violating this ordinance, or whose employee has violated this ordinance, will be charged an administrative fine of \$300 for a first violation; \$600 for a second offense at the same licensed premises within a 36- month period; and \$1,000 for a third or subsequent offense at the same location within a 36-month period. Upon the third violation, the license will be suspended for a period of not less than 7 consecutive days and may be revoked.
- (2) **Employees of licensees and other individuals.** Individuals, 21 years of age and older found to be in violation of this ordinance shall be charged an administrative fine of \$50.
- (3) **Suspension or Revocation.** Any violation of this ordinance may be grounds for suspension or revocation of a license. The City Council may attach reasonable conditions to the reinstatement of a suspended or revoked license. There shall be no license fee refund upon suspension or revocation of a license.
- (4) **Persons under the age of 21.** Persons under the age of 21 who use a false identification to purchase or attempt to purchase licensed products may only be subject to non- criminal, non-monetary civil penalties or remedies such as tobacco- related education classes, diversion programs, community services, or another non- monetary, civil penalty that the city determines to be appropriate. The City Council shall consult with educators, parents, guardians, persons under the age of 21, public health office court personnel, and other interested parties to determine an appropriate remedy for persons under the age of 21 in the city in the best interest of the underage person. The remedies for persons under 21 who use a false identification to purchase or attempt to purchase licensed products may be established by ordinance and amended from time to time.
- (5) **Statutory penalties.** If the administrative penalty for violations against licensed retailers authorized to be imposed by [Minn. Stat. § 461.12](#), as it may be amended from time to time, differ from that established in this section, then the higher penalty will prevail.

§115.12 SEVERABILITY.

If any section or provision of this ordinance shall be found unconstitutional or otherwise invalid or unenforceable by a court of competent jurisdiction, that finding shall not serve as an invalidation or effect the validity and enforceability of any other section or provision of this ordinance.

§115.13 EFFECTIVE DATE.

This ordinance becomes effective 30 days after publication in the official newspaper.

Adopted this 22th day of March, 2023.

SIGNED:

ATTEST:

Chris McKern, Mayor

Timothy Ibisch, City Administrator

Motion:

Second:

Aye Nay

Dan Egger

Ryan Christensen

Melissa Ferris

Paul Johnson

Chris McKern

REQUEST FOR COUNCIL ACTION

Meeting Date: March 22, 2023

AGENDA SECTION: Committee Reports	ORIGINATING DEPT: Planning & Zoning
ITEM DESCRIPTION: Kwik Trip North – CUP for an electronic sign	PREPARED BY: Ian Albers

COUNCIL ACTION REQUESTED:

Kwik Trip, Inc has requested a conditional use permit for an electronic sign at the proposed new location at 1601 Mantorville Ave N. This property is in a C-3 Highway Commercial District, in which electronic signs are a permitted conditional use. A public hearing was held at the regular meeting of the Planning Commission on February 13, after which the Planning Commission recommended approval with no additional conditions attached. Following the Planning Commission meeting, Kwik Trip was asked and has agreed to move the location of the proposed sign from the NE corner to the SE corner of the lot due to the R-1 Single-Family Residential District to the north of the subject property.

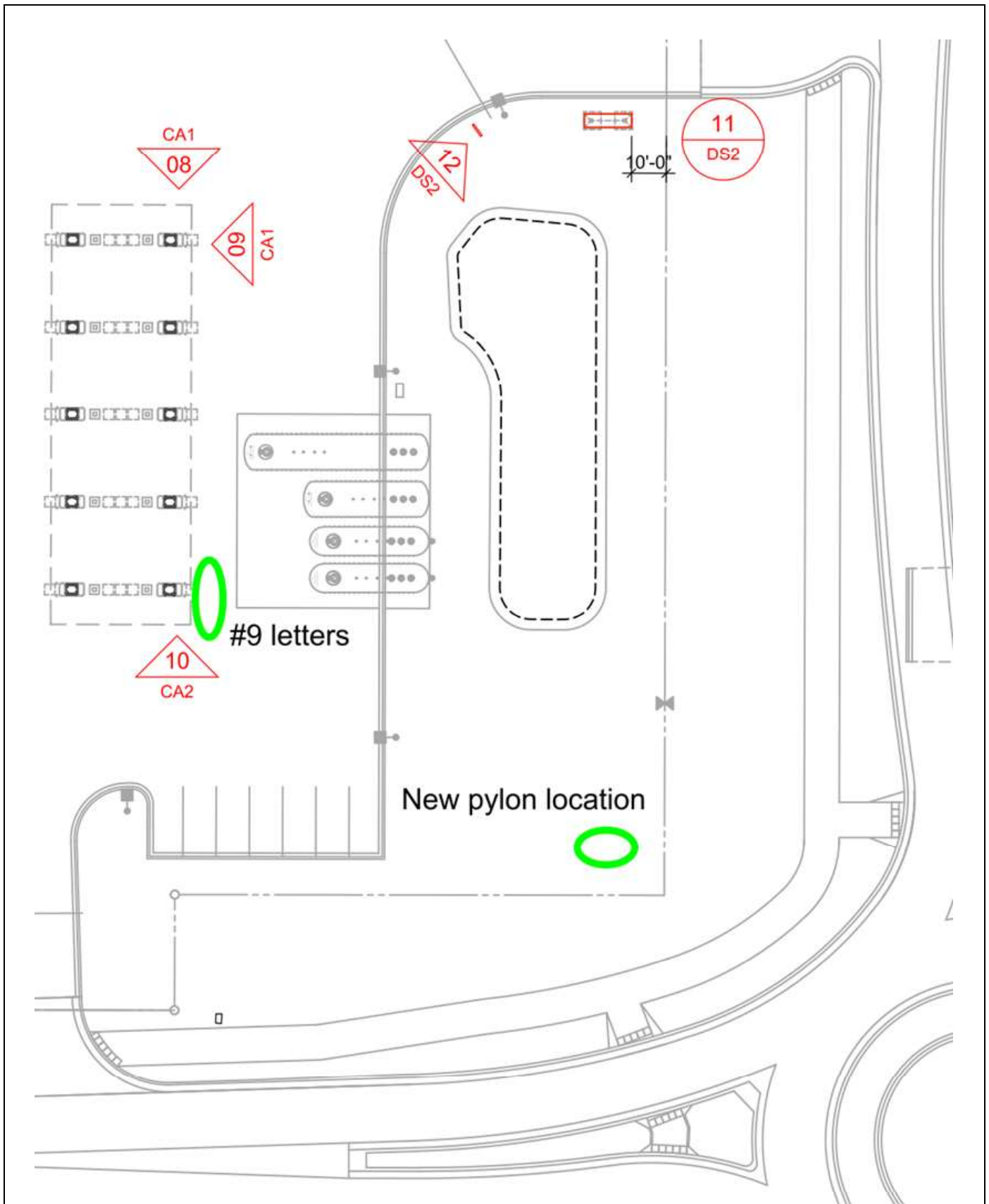
In making the determination whether to allow the conditional use permit, the City Council shall consider the following, as described in § 154.067 (D) (4):

1. The effects of the proposed use on the comprehensive plan; and
2. The effects of the proposed use upon the health, safety and general welfare of occupants of surrounding lands.

Staff offers the following findings of fact:

1. The proposed sign is not a prohibited type as listed in § 154.345;
2. The proposed sign does not exceed the applicable code standards for height or area;
3. The proposed sign does not encroach on any public right-of-way or easement; and
4. The proposed sign does not flash or move, nor is it intermittently lit.

The City Council is requested to approve a conditional use permit for an electronic sign at 1601 Mantorville Ave N.



#1194 KASSON, MN



**CITY OF KASSON
RESOLUTION # 3.x-23**

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR AN ELECTRONIC
SIGN AT 1601 MANTORVILLE AVE N**

WHEREAS, an application has been received from La Crosse Sign Group on behalf of Kwik Trip, Inc requesting a Conditional Use Permit for an electronic sign at 1601 Mantorville Ave N in the City of Kasson; and

WHEREAS, the property is legally described as Lot 1, Block 1, Kwik Trip 1194 Subdivision in the City of Kasson, and the parcel number is 24.429.0030; and

WHEREAS, a Public Hearing was held concerning the application at the Planning Commission meeting on March 13, 2023 following due publication thereof; and

WHEREAS, such applications are reviewed by the Planning Commission and the Zoning Administrator prior to recommending City Council action; and

WHEREAS, the Kasson Municipal Code, in Section 154.347 (I) lists electronic signs as a permitted conditional use in all Commercial/Industrial Districts; and

WHEREAS, the property in question is in a C-3 Highway Commercial District; and

WHEREAS, the City Council has considered the following in making the determination to allow the conditional use:

1. The effects of the proposed use on the comprehensive plan; and
2. The effects of the proposed use upon the health, safety and general welfare of occupants of surrounding lands.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Kasson that the requested Conditional Use Permit for an electronic sign at 1601 Mantorville Ave N is hereby approved with no additional conditions attached.

ADOPTED this 22nd day of March, 2023.

ATTEST:

Linda Rappe, City Clerk

Chris McKern, Mayor

The motion for the adoption of the foregoing resolution was made by Council Member X and duly seconded by Council Member X. Upon a vote being taken, the following members voted in favor thereof: X, X, X, X and X. Those against same: None.

REQUEST FOR COUNCIL ACTION

Meeting Date: March 22, 2023

AGENDA SECTION: Committee Reports	ORIGINATING DEPT: Planning & Zoning
ITEM DESCRIPTION: Rezone within the Urban Expansion District – LC Trucking	PREPARED BY: Ian Albers

COUNCIL ACTION REQUESTED:

Clever Pigs Properties, LLC intends to purchase an 11.25-acre property at the intersection of Co Rd 15 and Co Rd 34 to be the new location for LC Trucking. In order to relocate to this property and construct facilities for the business, a rezone to the Commercial District is required. This property is not within Kasson City limits, although it is within the Urban Expansion District. Therefore, Dodge County will need approval from the City of Kasson to proceed with the request. The Planning Commission reviewed this request at its regular meeting on March 13, and recommended approval to the City Council. Commissioners commented that this use would be fitting for the area, and there is good access to Hwy 14 for trucks.

Per Chapter 18, Section 18.9.4 REZONING, subsection C. II. – Dodge County Zoning Ordinance:

II. When rezoning is proposed within the Urban Expansion District, the City shall provide a written recommendation on the rezoning request which indicates:

- a. Whether the request does or could comply with the City's Comprehensive Land Use Plan and any Future Land Use Maps, and
- b. The proposed end use of the rezoned parcel would be conforming upon annexation to the city;
- c. Annexation to the city is not possible or feasible at the current time.

The City Council is requested to approve the rezone request for this property within the Urban Expansion District.

March 9, 2023

City of Kasson

-Planning Commission

-City Council Members

To Who It May Concern,

I am writing in regards to the 11.25-acre property located in Section 35, Township 107 North, Range 16 West, Dodge County, Minnesota. PID# 13.035-0201 currently owned by H4 Enterprises, LLC.

As you all know, Clever Pigs Properties LLC is in contract to sell the property located at 1601 Mantorville Avenue North Kasson, MN with Kwik Trip Inc. The current tenants of this property, LC Trucking LLC are looking to relocate to the property listed above. We are aware that this property is currently located in an Urban Expansion District. With that said, we are looking for the approval to rezone this parcel of land for commercial use. As this would be a good fit with the existing commercial property adjoining the land to the West.

If approved, the land would be purchased by Clever Pigs Properties, LLC, and then leased to LC Trucking, LLC (both owned by Leon & Lois Cunningham). LC Trucking would then construct a new mechanical shop space of approximately 80' X 150' with an additional office space connected along with a large parking area that would accommodate semi-truck and refrigerated trailer space to maneuver.

As lifelong residents of the Kasson-Mantorville area, we feel a connection to the community and would like to keep our business local. We feel that this is an ideal location for our business and appreciate you taking time to consider and recommend our request.

Sincerely,

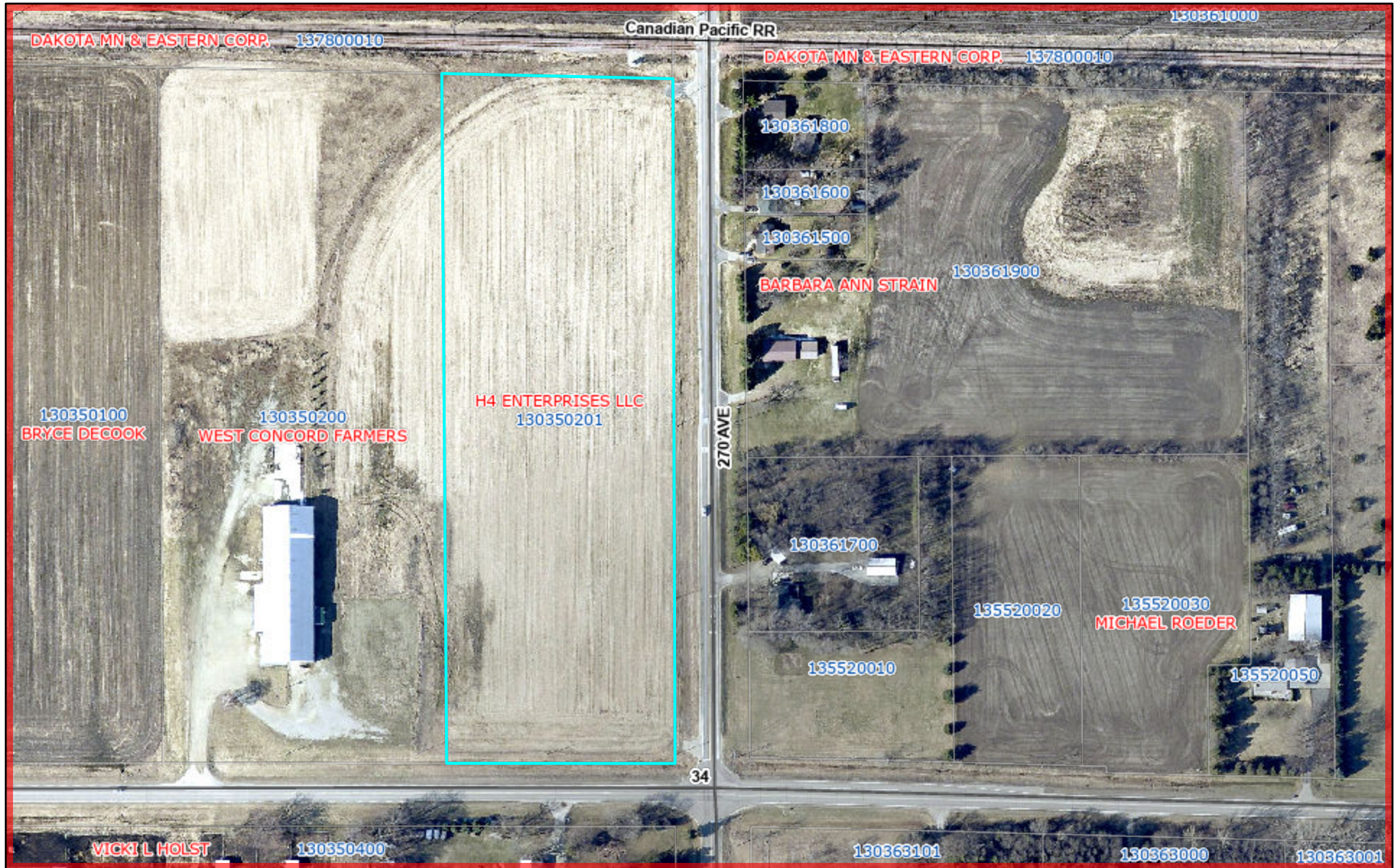
Leon Cunningham

Clever Pigs Properties, LLC

LC Trucking, LLC

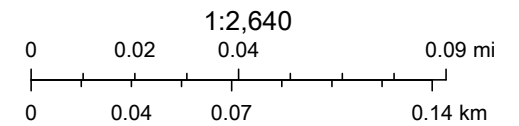
A handwritten signature in blue ink, appearing to be 'Leon Cunningham', is written over the printed name and company information.

ArcGIS WebMap



February 21, 2023

Roads ———> RR Name
——— CSAHP PIN Parcels





DODGE COUNTY
ENVIRONMENTAL SERVICES

721 Main Street North • DEPT 123 •

MANTORVILLE, MN 55955

507-635-6272

City meeting attendance sheet
CUP/IUP/ZA Application

Applicant: _____

☐ **CUP #** _____ ☐ **IUP #** _____ ☐ **ZA #** _____

Meeting Date: _____

Comments:

City Council member

Printed name: _____

Signature: _____

MEMO

TO: The City Council
FROM: Ian Albers, Community Development Assistant
DATE: March 22, 2023
RE: Solar Farm Proposal/Annexation

Gordy Simanton from SolarStone Partners previously visited the City Council to present on a proposed solar project within the Urban Expansion Zone on October 12, 2022. The proposed use for the 77-acre parcel owned by Jessop DeCook would include a 5-acre solar project in the SE corner. A rezone to an Industrial District was sought from Dodge County to allow for the solar project, though now Mr. Simanton and Mr. DeCook are interested in annexing the entire parcel into city limits. There are several items that will need to be addressed in order to move forward with an annexation petition, and these were discussed at the Planning Commission meeting on March 13, 2023.

The parcel is not included within the area described in the Orderly Annexation Agreement between the City of Kasson and Mantorville Township. Therefore, this agreement would likely need to be amended for the area to be annexed. This agreement was entered into concept plan would be submitted along with the annexation petition. The Comprehensive Plan would also need to be amended, as the area was not included in the Future Land Use map. Finally, the city's zoning code would need to be amended to allow for the solar project.

A letter from Mr. Simanton is included in the packet along with a map of the area. Guidance from the City Council is requested on how to proceed with this request.

SolarStone Partners
2325 Girard Ave S
Minneapolis, MN 55405



MARCH 10TH, 2023

City of Kasson
401 5th St SE
Kasson, MN 55944

Planning and Zoning Commission,

We are writing today to inform you that as Jessup DeCook (landowner) and SolarStone Partners (acting solar development partner) we are jointly seeking the review and approval for the annexation of a parcel of land that is currently been designated as part of the Urban Expansion Zone (see Exhibit A) and contiguous with the existing City limits (see Exhibit B).

The purpose for this annexation request is to provide the ability to build and operate a 585 kilowatt solar energy facility with a solar footprint of approximately 5 acres in the Southeast corner of the 77 acre parcel (see Exhibit C). We anticipate that the project will be smaller than 5 acres when operational, but we are requesting the 5 acres to allow us some margin for the following (see Exhibit D):

- A single service road off of 625th Street for access to the solar facility and for agricultural equipment to utilize and share jointly (i.e. keeping access to one point on 625th Street)
- In addition, we have some hydro features in the Southeast corner of the project that we need to further investigate in more detail to ensure compliance with jurisdictional agencies

Thank you, and we look forward to bringing this opportunity forward to the City for consideration.

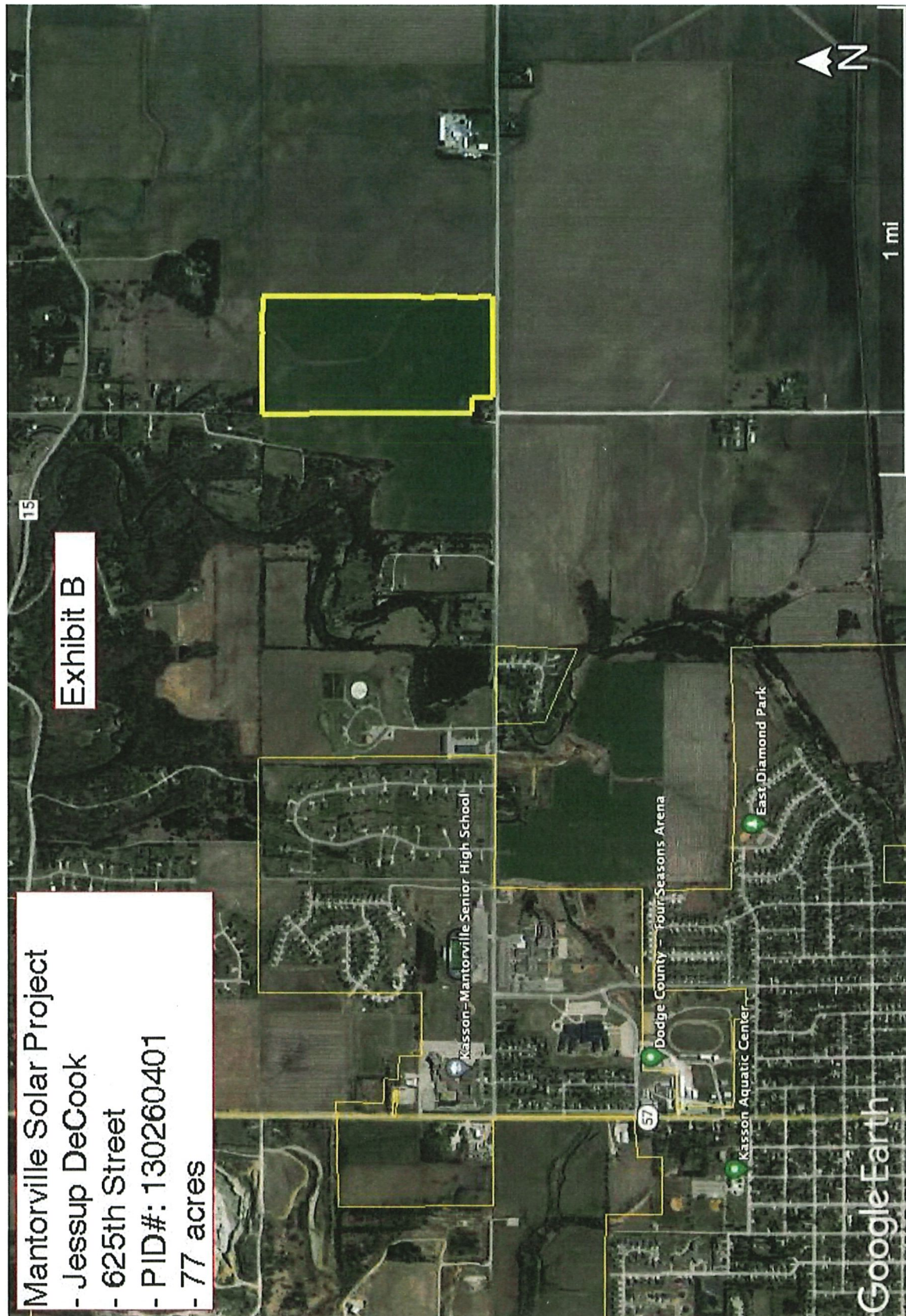
Sincerely,

A handwritten signature in blue ink, appearing to read 'Jessup DeCook'.

Jessup DeCook
Landowner

A handwritten signature in blue ink, appearing to read 'Gordon Simanton'.

Gordon Simanton
SolarStone Partners



UTILITIES EASEMENT

KNOWN ALL MEN BY THESE PRESENTS:

That in consideration of One Dollar (\$1.00) and other good and valuable consideration paid to The City of Kasson, (hereinafter referred to as GRANTORS). The GRANTORS do hereby grant, bargain, sell, transfer, and convey unto Kasson & Mantorville Telephone Company (hereinafter referred to as GRANTEE), its legal representatives, heirs, successors, and assigns, an exclusive easement for installation and maintenance of underground telephone and utility lines over, under and across the land of the GRANTORS situated in Dodge County, State of Minnesota, said land being described as follows:

Utility Easement

A 6.00-foot-wide utility easement over, under and across that part of Block 7, ORIGINAL PLAT OF KASSON, according to the plat thereof on file at the County Recorder's Office, Dodge County Minnesota. The centerline of said utility easement described as follows:

Commencing at the southwest corner of Block 7 of said ORIGINAL PLAT OF KASSON; thence North 00 degrees 16 minutes 27 seconds West (NOTE: All bearings are in relationship with the Dodge County Coordinate System NAD '86, Adjusted 1996), along the west line of said Block 7, 99.00 feet; thence North 89 degrees 28 minutes 56 seconds East, 264 feet more or less to the east line of said Block 7 and there terminating.

The sidelines of said easement are to be prolonged or shortened to end on the east and west lines of Block 7 of said ORIGINAL PLAT OF KASSON.

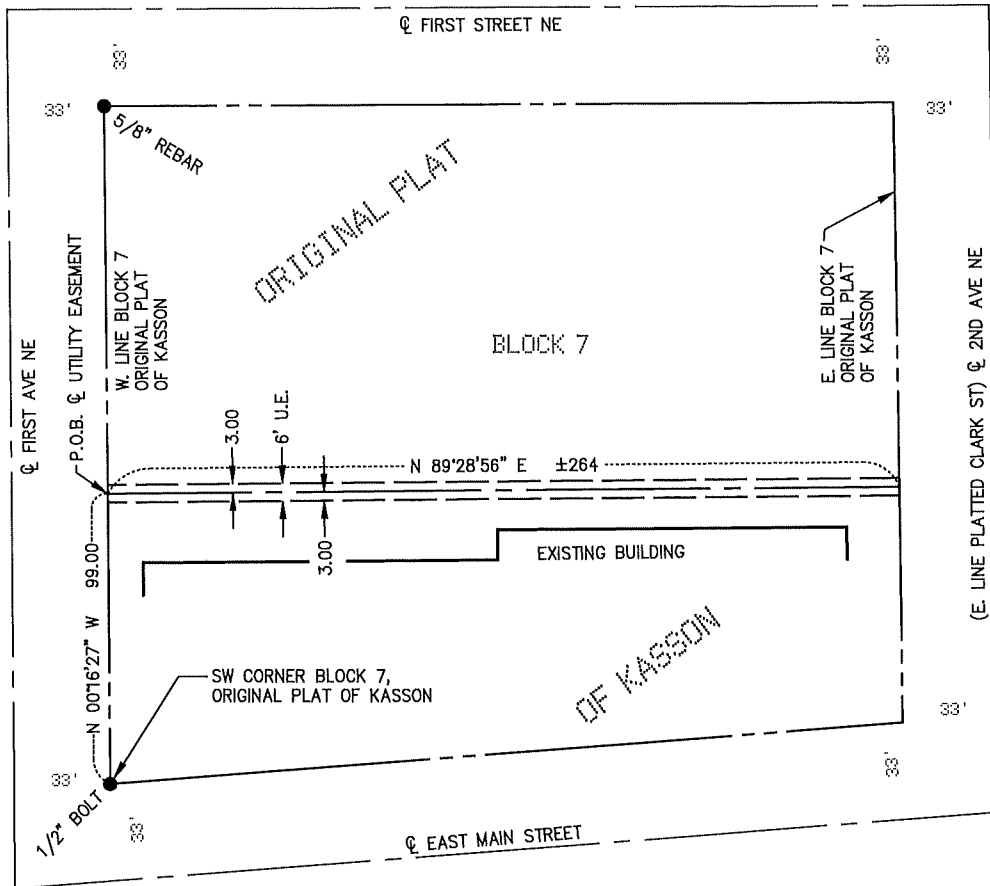
together with the right of ingress and egress over adjacent lands of the Grantors, their heirs, devisees, legal representatives, successors and assigns, for the purpose of inspection and maintenance of said underground telephone lines.

UTILITY EASEMENT EXHIBIT

PART OF BLOCK 7

ORIGINAL PLAT OF KASSON

DODGE COUNTY, MINNESOTA



PROPOSED UTILITY EASEMENT

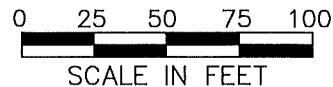
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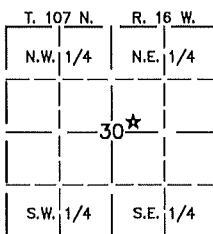
The sidelines of said easement are to be prolonged or shortened to end on the east and west lines of Block 7 of said ORIGINAL PLAT OF KASSON.

BASIS OF BEARINGS

All Bearings are in relationship with the Dodge County Coordinate System NAD '83, Adjusted 1996.



PROPERTY LOCATION MAP



No Scale

WSE + MASSEY
ENGINEERING & LAND SURVEYING^{LTD.}
P.O. BOX 100, KASSON, MN 55944
PH. NO. 507-634-4505, EMAIL SURVEY@WSE.ENGINEERING

UTILITY EASEMENT EXHIBIT

THIS SURVEY AND DRAWING WAS PREPARED FOR THE EXCLUSIVE USE OF:

KM TELECOM
KASSON, MN

MONUMENTS

- FOUND (AS INDICATED)
- SET (5/8" PIPE UNLESS NOTED OTHERWISE)

DATE: 3/7/2023
DWG NO. 4267SE01 JOB NO. 4267
DRAWN BY: G.D.Z. SHEET 1 OF 1

MEMO

TO: The City Council
FROM: Ian Albers, Community Development Assistant
DATE: March 22, 2023
RE: Downtown Parking Study

A parking study has been proposed to be conducted in downtown Kasson during the summer of 2023. The purpose of this parking study is to gather data on parking utilization at various times and locations, with the ultimate goal of informing a plan to improve safety.

Support for the proposed parking study is drawn from input provided by Kasson residents during the survey conducted by Rethos in the spring of 2022. Many respondents of that survey had generally negative opinions regarding their experience downtown, and these were largely motivated by concerns with parking and safety. Taking the survey results into account, Rethos recommended that a parking study be conducted.

With the planned improvements to Hwy 57, some disruption is expected to occur on Main St during the construction period. The parking study would not begin until after construction is completed, as waiting for this would yield more accurate results.

The areas of downtown that to be included in the study may include street parking on Main St between 2nd Ave NE and 5th Ave NW, street parking within 1-block of Main St on north/south avenues, and off-street parking lots in downtown (Anytime Fitness, Hy-Vee, Kasson Liquor, Mayo Family Clinic, etc). The number of vehicles parked would be recorded at various times of the day for a number of times until a sufficient data sample is reached.

This proposal is in accordance with one of the priorities set by the EDA for 2023, which is to create a plan for downtown and the EDA lots on Main St. Specific actions attached to this priority include identifying potential sites and needs for off-street parking and exploring options for beautification and improved safety.

After the conclusion of the parking study, a plan could be proposed that would take the results into account. This plan may include changing the angled parking on Main St to parallel parking, adding curb bump outs at Main St intersections, or implementing a parking lot between 2nd Ave SW and 3rd Ave SW. There are many options available to improve the downtown experience, and this parking study would an important step in moving forward.

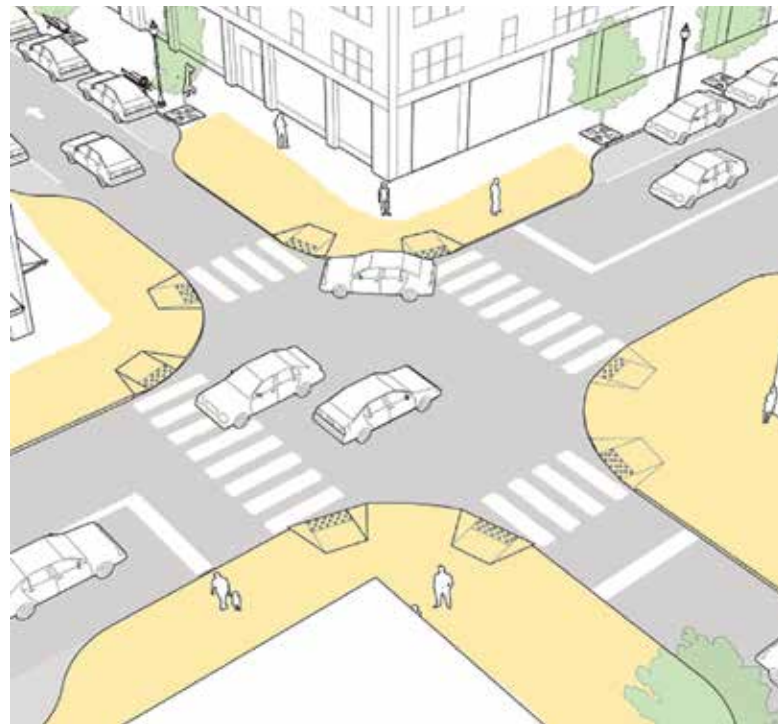


WHAT IS A BULB-OUT?

Definition

Bulb-outs, also known as curb extensions, extend the sidewalk or curb line out into the parking lane, which reduces the effective street width. Bulb-outs significantly improve pedestrian crossings by reducing the pedestrian crossing distance, visually and physically narrowing the roadway, improving the ability of pedestrians and motorists to see each other, reducing the time that pedestrians are in the street, and allowing space for the installation of ADA-compliant pedestrian ramps.

Definition adapted from Pedestrian Safety Guide and Countermeasure Selection System, pedbikesafe.org



Illustrations of bulb-outs and example photos from National Association of City Transportation Officials. (NACTO.org)

Examples



Benefits of Bulb-outs

- Slow and calm traffic
- Provide space to install ADA-compliant pedestrian ramps on existing sidewalks where they are otherwise too narrow
- Provide additional visibility and protection for pedestrians when crossing the street
- Reduce the pedestrian exposure to vehicular traffic

Challenges with Bulb-outs

- Will require eliminating on-street parking in vicinity of intersection.
- May be difficult for large delivery trucks to navigate.



Administrator Report

To: Kasson City Council

From: City Administrator Timothy Ibisch

Date: March 17, 2023

Subject: 2023 APPA Manager Roundtable

The 2023 APPA Roundtable was held last week. I attended the event on behalf of the City of Kasson and CMPAS. This was the 2nd Conference that I have every attended for CMPAS. There was no cost to the City. Throughout the Conference, I was able to review policies with a number of elected and appointed officials from around the Country. It was interesting to talk to with other leaders about how they are managing supply chain issues, and the state of the US economy and financial system.

Conference Itinerary:

The first guest speaker we heard from was **Dr. Evelyn Farkas**, an Obama administration expert on U.S.-Russia relations and on American foreign policy. Her presentation was "**The State of U.S. Foreign Affairs**". It was a look at how Russian President Vladimir Putin has shaped the Kremlin's main objectives over the last decade, the difficult and surprising means they have used to advance this agenda, and how these actions have affected Russia, America, and the world. She tried to examine the greatest challenges and opportunities facing America today and review alternate approaches to prioritizing and managing geopolitical relationships that could create a more stable and hopeful future. She was not a very good presenter and after this presentation a lot of folks were exhausted. She read her speech and right off of PowerPoint slides for 3.5 hours.

The next session I attended was thankfully much better: **Prosperity Ahead – or Not?** It was an in-depth outlook on the economy, including how trends in demographics, technology, and globalization are reshaping how the global economy changes and our future. Harvard economics teacher, \$15 billion Tiger hedge fund manager, and former White House director of economic policy **Todd Buchholz** talked about how to pinpoint the signs of stock market rallies and the warning signs of impending slumps, and discuss the political pressures on trade, debt, and interest rates from the U.S. to the E.U. and China. It was very informative and interesting especially considering the state of the banking sector right now.

During the evening event they hosted a reception for the speakers and there was time for interaction with the other attendees. The topic of energy prices was discussed at length especially in light of the military actions in Russia and Ukraine. Many of the participants were very concerned over the stances taken by the Federal government regarding solar projects. The need for solid baseline power was mentioned repeatedly. It was nice to meet some other professionals in the field and see what different states are doing. MN is perhaps leading the way after CA is policy that is detrimental to consumer pricing and reliability.

The next educational session was titled on **Addressing Fuel Cost Concerns**: Rising fuel costs and market volatility are affecting how utilities across the country do business and, in turn, their customers' monthly bills. A panel of executives **Clint Bullock**, Orlando Utilities Commission, **William Johnson**, Kansas City Board of Public Utilities, and **David Koster**, Holland Board of

Public Works, Michigan shared the extent – and nature - of the problem within their regions to spur a discussion on the similarities and differences of the issue across the country, what strategies utilities can implement to mitigate related effects in the short term, and potential solutions to avoid significant long-term impacts.

Additionally, we heard an update from **NERC** by **Jim Robb**, President & CEO, North American Electric Reliability Corporation. He noted that overall reliability is declining due to the nature of plant retirements and the increase in intermittent power. They are working with FERC to try to limit the base power decline and increase subsidies for power plant operators to stay online in the face of technology that has not quite tracked with political policy.

Then in the afternoon, I attended the extra sessions as part of a **Supply Chain Summit & Strategic Discussion**. This was hosted by APPA as well at the same site. They reviewed the options below:

1. Forming consortia to leverage suppliers.

Would pooling resources help public power utilities from a state or regional focus? Where have members been successful and what can we learn from failed efforts? Are there certain components that would be best suited for this?—*most thought this would be a good solution*

2. Developing a manufacturing facility for public power

ERMCO is one of the largest manufacturers domestically of distribution transformers and is a wholly owned subsidiary of Arkansas Electric Cooperatives. Is it reasonable or possible for public power to create something similar?—*feedback was generally negative on this*

3. Standardization

One of the “complaints” by the manufacturing sector is that there are too many types of voltage classes and styles needed for transformers. Is standardization possible and, what steps need to be taken to move forward? What would be the scope of potential gains or drawbacks for public power entities to have more standardized components?—*this would difficult to implement financially*

4. Reforming bidding requirements

Current local and state procurement laws are also hindering the ability to resupply. Having multiple bid requirements can make it difficult for manufacturers to meet all criteria. As the supply shortage persists, some manufacturers will not provide a bid to meet the requirement or are no longer accepting new requests. How have utilities changed their procurement process to get bids, and which requirements are manufacturers finding the hardest to meet? What can be changed and where have we found success?—*too many different states to make this viable, possibly on state-level*

5. Refurbishing transformers

Many utilities contract outside companies to refurbish transformers. What are the successes and failures of these efforts? Can utilities do this work themselves? How much can refurbishment extend the current supply?—*its already being done largely, we use mostly refurbished items*

Facilitator: **Christiana Briggs**, President, Athena Strategic Design Inc.

Meetings of Event Attended or Planned

March 2	City Engineer PW meeting Department Heads meeting
March 3	Mission Square Meeting info
March 7	City Auditors EDA
March 8	Solar Stone Annexation meeting-Gordy Simanton Chamber of Commerce City Council
March 9	DRC City Vehicle review-Enterprise
March 12	APPA Roundtable
March 13	APPA Roundtable
March 14	APPA Roundtable
March 18	Council Worksession
March 21	MCMA Member Connect URSI accreditation Mankato, MN Park Board
March 22	16 th Street Bid Opening CMPAS-Eden Prairie City Council

**CITY OF KASSON,
DODGE COUNTY, MINNESOTA**

ORDINANCE NO. 2023-XX

**AN ORDINANCE AMENDING TITLE XI OF THE CITY CODE BY ADDING
CHAPTER 11xx REGULATING TETRAHYDROCANNABINOL PRODUCTS**

THE CITY COUNCIL OF THE CITY OF KASSON HEREBY ORDAINS AS FOLLOWS:

SECTION 1. AMENDMENT. City Code Title __ is amended by adding Chapter 11xx as follows:

TETRAHYDROCANNABINOL PRODUCTS

118.01. PURPOSE AND INTENT.

The purpose of this chapter is to regulate the sale of legalized adult-use of any product that contains tetrahydrocannabinol and that meets the requirements to be sold for human or animal consumption under Minn. Stat. §151.72, also known as “THC Products” for the following reasons:

- (a) By enacting 2022 Session Law Chapter 98, Article 13, the Minnesota Legislature amended Minn. Stat. §151.72 to allow the sale of certain products containing tetrahydrocannabinol, also known as “THC”.
- (b) The new law does not prohibit municipalities from adopting and enforcing local ordinances to regulate THC product businesses including, but not limited to, local zoning and land use requirements and business license requirements.
- (c) The National Academies of Science, Engineering, and Medicine note that the growing acceptance, accessibility, and use of THC products, including for medical purposes, have raised important public health concerns, while the lack of aggregated knowledge of cannabis-related health effects has led to uncertainty about the impact of its use.
- (d) The City recognizes the danger THC use presents to the health, welfare, and safety of youth in KASSON.
- (e) The Minnesota Legislature recognized the danger of THC product use among the public at large by setting potency and serving size requirements.
- (f) The Minnesota Legislature recognized the danger of THC product use among youth by prohibiting the sale of any product containing THC to those under the age of 21, requiring that edible THC products be packaged without appeal to children and in child-resistant packaging or containers.
- (g) State law authorizes the Board of Pharmacy to adopt product and testing standards in part to curb the illegal sale and distribution of THC products and ensure the safety and compliance of commercially available THC products in the state of Minnesota
- (h) The City has the opportunity to be proactive and make decisions that will mitigate this threat and reduce exposure of young people to the products or to the marketing of these products and improve compliance among THC product retailers with laws prohibiting the sale or marketing of THC products to youth.

- (i) A local regulatory system for THC product retailers is appropriate to ensure that retailers comply with THC product laws and business standards of the City of KASSON to protect the health, safety, and welfare of our youth and most vulnerable residents.
- (j) A requirement for a THC product retailer license will not unduly burden legitimate business activities of retailers who sell or distribute THC products to adults but will allow the City of KASSON to regulate the operation of lawful businesses to discourage violations of state and local THC Product-related laws.
- (k) In making these findings and enacting this ordinance, it is the intent of the KASSON City Council to ensure responsible THC product retailing, allowing legal sale and access without promoting increases in use, and to discourage violations of THC Product-related laws, especially those which prohibit or discourage the marketing, sale, or distribution of THC products to youth under 21 years of age.

117.02 DEFINITIONS.

Except as may otherwise be provided or clearly implied by context, all terms shall be given their commonly accepted definitions. The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

COMPLIANCE CHECKS. The system the City uses to investigate and ensure that those authorized to sell licensed products are following and complying with the requirements of this article. Compliance checks involve the use of persons under 21 who purchase or attempt to purchase licensed products. Compliance checks may also be conducted by the City, or other units of government for educational, research, and training purposes, or for investigating or enforcing Federal, State, or local laws and regulations relating to licensed products.

EXCLUSIVE LIQUOR STORE. An establishment that meets the definition of exclusive liquor store in Minn. Stat. § 340A.101, subd. 10.

LICENSED PRODUCT OR THC PRODUCT. Any product that contains more than trace amounts of tetrahydrocannabinol and that meets the requirements to be sold for human or animal consumption under Minn. Stat. §151.72, as may be amended from time to time. Licensed product does not include medical cannabis as defined in Minn. Stat. §152.22, subd. 6, as may be amended from time to time, , excluding “medical cannabis” as defined by Minn. Stat. §152.22, Subd. 6, as the same may be amended from time to time.

MOVEABLE PLACE OF BUSINESS. Any form of business operated out of a kiosk, truck, van, automobile, or other type of vehicle or transportable shelter and not a fixed address storefront or other permanent type of structure authorized for sales transactions.

SALE. Any transfer of goods for money, trade, barter, or other consideration.

SCHOOL. Any public or private elementary, vocational, or secondary school, or a public or private college or university, or a state licensed date care center.

SELF-SERVICE MERCHANDISING. Open displays of licensed products in any manner where any person has access to the licensed products without the assistance or intervention of the licensee or the licensee's employee. Assistance or intervention means the actual physical exchange of the licensed product between the customer and the licensee or employee.

THC. Is the acronym for tetrahydrocannabinol, the principal psychoactive constituent of

cannabis.

TOBACCO STORE. A retail store utilized primarily for the sale of tobacco products and accessories and which the sale of other products is incidental.

VENDING MACHINE. Any mechanical, electric, or electronic, or other type of device that dispenses licensed products upon the insertion of money, tokens, or other form of payment directly into the machine by the person seeking to purchase the licensed product.

118.02 LICENSE.

Subd. 1. License Required. No person shall sell or offer to sell any licensed product within the City without first having obtained a license to do so from the City.

Subd. 2. Application. An application for a license to sell licensed products shall be made on a form provided by the City. The application shall contain the full name and date of birth of the applicant, the applicant's residential and business addresses and telephone numbers, the name of the business for which the license is sought, and any additional information the City deems necessary. A business applicant, at the time of application, shall furnish the City with a list of all persons that have an interest of five percent or more in the business. The list shall name all owners and show the interest held by each, either individually or beneficially for others. It is the duty of each business licensee to notify the City Clerk in writing of any change in ownership in the business. If the City Clerk determines that an application is incomplete, the City Clerk shall return the application to the applicant with notice of the information necessary to make the application complete. Upon receipt of a completed application, the City Clerk shall forward the application to the Kasson Chief of Police to conduct a criminal and financial background investigation. Upon completion of the background investigation, the City Clerk shall forward the application to the City Council for action at its next regularly scheduled City Council meeting.

Subd. 3. Action. The City Council may either approve or deny the application for a license, or it may delay action for a reasonable period of time as necessary to complete any investigation of the application or the applicant it deems necessary. If the City Council approves the license, the City Clerk shall issue the license to the applicant. If the City Council denies the license, notice of the denial shall be given to the applicant along with notice of the applicant's right to appeal. Appeals of any decision must be made within thirty (30) days of the denial. If a license application is denied, the earliest an applicant may reapply is 12 months from the date the license is denied.

Subd. 5. Term. All licenses issued under this article shall expire on December 31 of each year.

Subd. 6. Revocation or Suspension.

- (1) Any license issued under this chapter may be revoked or suspended for failure of the license holder to meet the conditions of Section 188.04, or as otherwise provided in this chapter.
- (2) If a license is mistakenly issued or renewed to a person or a business, it shall be revoked upon the discovery that the person or business was ineligible for the license under this chapter and the City shall provide the person or business with a notice of revocation, along with information on the right to appeal.
- (3) Any change in the ownership or control of a licensed business shall be deemed equivalent to a transfer of the license, and any such license shall be revoked 30 days

after any such change in ownership or control unless the licensee has notified the Council of the change in ownership by submitting a new license application for the new owners, and the City Council has approved the transfer of the license by appropriate action. Any time an additional investigation is required because of a change in ownership or control of a business, the licensee shall pay an additional investigation fee to be determined by the City. The City may at any reasonable time examine the transfer records and minute books of any business licensee to verify and identify the owners, and the City may examine the business records of any other licensee to the extent necessary to disclose the interest which persons other than the licensee have in the licensed business. The City Council may revoke any license issued upon its determination that a change of ownership of a licensee has resulted in the change of control of the licensed business so as materially to affect the integrity and character of its management and its operation, but no such action shall be taken until after a hearing by the City Council on notice to the licensee.

Subd. 6. Transfers. All licenses issued under this chapter shall be valid only on the premises for which the license was issued and only for the person or business to whom the license was issued. The transfer of any license to another location, business, or person is prohibited.

Subd. 7. Display. All licenses shall be posted and displayed in plain view of the general public on the licensed premises.

Subd. 8. Renewals. The renewal of a license issued under this article shall be handled in the same manner as the original application. The request for a renewal shall be made at least 30 days but no more than 60 days before the expiration of the current license.

Subd. 9. Issuance as Privilege and Not a Right. The issuance of a license issued under this article is a privilege and does not entitle the license holder to automatic renewal of the license.

118.03 FEES.

No license shall be issued under this chapter until the appropriate license fee shall be paid in full. The fee for a license under this article shall be established by the City Council and adopted in the City fee schedule and may be amended from time to time.

118.04 ELIGIBILITY AND BASIS FOR DENIAL OF LICENSE.

Subd. 1. Eligibility.

- (1) *Moveable Place of Business.* No license shall be issued to a moveable place of business. Only fixed location businesses shall be eligible to be licensed under this article.
- (2) *Tobacco Store.* No license shall be issued except to a premises operating a tobacco store licensed under chapter 112, as it may be amended from time to time.
- (3) *Exclusive Liquor Store.* No license shall be issued to an exclusive liquor store as defined in Minn. Stat. § 340A.101, subd. 10.

Proximity to Schools. No license shall be issued for a premises within 200 feet of any public school, as measured by the distance from the primary entrance of the space to be occupied by the proposed licensee to the primary entrance of a public school. This restriction does not apply to an existing license holder who has been licensed to sell licensed products in that same location for at least one year before the date this section was enacted into law.

Delinquent Taxes and Charges. No license shall be granted or renewed for operation on any premises on which taxes, assessments, utility charges, service charges, or other financial claims of the City are delinquent and unpaid. In the event an action has been commenced pursuant to the provisions of Minn. Stat. ch. 278, as it may be amended from time to time, questioning the amount or validity of taxes, the City Council may, on application by the licensee, waive strict compliance with this paragraph. No waiver may be granted, however, for taxes or any portion thereof which remain unpaid for a period exceeding one year after becoming due.

Subd. 2. Grounds for Denial. Grounds for denying the issuance or renewal of a license under this chapter include, but are not limited to, the following:

- (1) The applicant is under the age of 21 years.
- (2) The applicant is prohibited by Federal, State, or other local law, ordinance, or other regulation from holding a license.
- (3) The applicant has been convicted within the past five years for any violation of a Federal, State, or local law, other ordinance, provision, or other regulation relating to the licensed products, but not including possession or sale of licensed products.
- (4) The applicant has had a license to sell licensed products suspended or revoked during the 12 months preceding the date of application, or the applicant has or had an interest in another premises authorized to sell licensed products, whether in the City or in another jurisdiction, that has had a license to sell licensed products suspended or revoked during the same time period, provided the applicant had an interest in the premises at the time of the revocation or suspension, or at the time of the violation that led to the revocation or suspension.
- (5) The applicant is a business that does not have an operating officer or manager who is eligible pursuant to the provisions of this chapter.
- (6) The applicant is the spouse of a person ineligible for a license pursuant to the provision of subdivision 2(2) and 2(3) of this section or who, in the judgement of the City Council, is not the real party in interest or beneficial owner of the business to be operated, under the license.
- (7) The applicant fails to provide any information required on the application or provides false or misleading information. Any false statement on an application, or any willful omission of any information called for on such application form, shall cause an automatic refusal of license, or if already issued, shall render any license issued pursuant thereto void and of no effect to protect the applicant from prosecution for violation of this chapter, or any part thereof.
- (8) The premises for which the license is sought has real estate taxes, assessments, or other financial claims of the City or of the State are due, delinquent, or unpaid. If an action has been commenced pursuant to the provisions of Minn. Stats. Ch. 278, questioning the amount or validity of taxes, the City Council may, on application by the licensee, waive strict compliance with this provision; no waiver may be granted, however, for taxes, or any portion thereof, which remain unpaid for a period exceeding one year after becoming due unless such one-year period is extended through no fault of the licensee.

118.05 PROHIBITED ACTS.

Subd. 1. In general.

- (1) No person shall sell or offer to sell any licensed product:

- (i) By means of any type of vending machine.
 - (ii) By means of self-service merchandising.
 - (iii) By any other means, to any other person, on in any other manner or form prohibited by this chapter, or by other state or other local law, ordinance provision, or other regulation.
 - (iv) That is not in the original packaging with labeling in compliance with labeling requirements of Minn. Stat. §151.72, subd. 5, as may be amended from time to time.
- (2) No person shall sell or offer for sale a product containing THC that does not meet all the requirements of Minn. Stat. §151.72, subd. 3., as may be amended from time to time.

Subd. 2. Legal Age. No person shall sell any licensed product to any person under the age of 21.

- (1) *Age Verification.* Licensees shall verify by means of government issued photographic identification that the purchaser is at least 21 years of age. Verification is not required for a person over the age of 30. That the person appeared to be 30 years of age or older does not constitute a defense to a violation of this subsection.
- (2) *Signage.* Notice of the legal sales age and age verification requirement must be posted prominently and in plain view at all times at each location where licensed products are offered for sale. The required signage, which will be provided to the licensee by the City, must be posted in a manner that is clearly visible to anyone who is or is considering making a purchase.

Subd. 3. Samples Prohibited. No person shall distribute samples of any licensed product free of charge or at a nominal cost.

Subd. 4. Use of False Identification. It shall be a violation of this chapter for any person to attempt to disguise their true age by the use of a false form of identification, whether the identification is that of another person or one on which the age of the person has been modified or tampered with to represent an age older than the actual age of person.

Subd. 5. Unlawful Purchases. It shall be unlawful for any person who is under the age of 21 years to purchase any licensed product. Persons acting under the direct supervision of the City, law enforcement, or other governmental unit and which are actively engaged in a compliance check of the licensed premises are exempted from this provision while engaged in the compliance check.

Subd. 6. Hours and Days of Sale. No sale of THC products may be made between 10:00 p.m. and 8:00 a.m. Monday through Sunday.

Subd. 7. Possession. No person under the age of 21 shall be in possession of any THC Product. Any person under the age of 21 in possession of a THC Product may be subject to a petty misdemeanor. Any person under the age of 21 in possession of any THC Product may have it confiscated by a law enforcement officer.

118.06 ADDITIONAL REQUIREMENTS.

Subd. 1. Storage. All licensed products shall either be stored behind a counter or other area not freely accessible to customers, or in a case or other storage unit not left open and accessible to the general public.

118.07 RESPONSIBILITY.

All licensees are responsible for the actions of their employees in regard to the sale, offer to sell, and furnishing of licensed products on the licensed premises. The sale, offer to sell, or furnishing of any licensed product by an employee shall be considered an act of the licensee. Nothing in this section shall be construed as prohibiting the City from also subjecting the employee to any civil penalties that the City deems to be appropriate under this ordinance, state or federal law, or other applicable law or regulation.

118.08 COMPLIANCE CHECKS AND INSPECTIONS.

All premises licensed under this chapter shall be open to inspection by the City during regular business hours. From time to time, but at least once per year, the City or Kasson Police Department shall conduct compliance checks.

No person used in compliance checks shall attempt to use a false identification misrepresenting their age. All persons lawfully engaged in a compliance check shall answer all questions about their age asked by the licensee or their employee, and produce any identification, if any exists, for which they are asked. The City will conduct a compliance check that involves the participation of a person at least 18 years of age, but under the age of 21 to enter the licensed premises to attempt to purchase the licensed products. Persons used for the purpose of compliance checks shall be supervised by law enforcement or other designated personnel. Nothing in this chapter shall prohibit compliance checks authorized by state or federal laws for educational, research, or training purposes, or required for the enforcement of a particular State or Federal law. Additionally, from time to time, the City will conduct inspections to determine compliance with any or all other aspects of this chapter.

118.10 VIOLATIONS AND PENALTY.

Subd. 1 Criminal Penalty. Unless otherwise provided in this chapter, a violation of this chapter shall be a misdemeanor. Nothing in this chapter prohibits the City from seeking prosecution as a misdemeanor for an alleged violation of this chapter.

Subd. 2. Administrative Penalty. If a licensee or an employee of a licensee is found to have violated this article, the licensee shall be charged an administrative penalty as follows:

- (1) *First Violation.* The City Council shall impose a civil fine of \$300.00 and suspend the license for not less than 1 day or more than 3 days.
- (2) *Second Violation Within 36 Months.* The City Council shall impose a civil fine of \$750 and suspend the license for not less than 5 consecutive days.
- (3) *Third Violation Within 36 Months.* The City Council shall revoke the license for at least one year.

Subd. 3. Training in lieu of suspension. After the first violation, a licensee may request training from the KASSON Police Department in proper identification procedures. Said training shall be at the expense of the licensee, shall be in lieu of the entire license suspension for a first violation and three of the 5-day license suspension for the second violation and shall be conducted per the following conditions:

- (1) Training for all employees of a licensee must be completed within two training sessions at the discretion of the KASSON Police Department

- (2) If more than one licensee is requesting the training, the KASSON Police Department retains control in deciding how many training sessions are necessary to accommodate the number of employees taking the training.
- (3) It shall be the responsibility of the licensee to make certain that all employees successfully complete the required training. Failure to do so means the licensee has failed to meet the “training in lieu of suspension” requirement of the administrative penalty and will be subject to the entire license suspension.
- (4) The licensee shall pay for all of the following costs for the training: supplies and materials, any facility costs, the personnel expenses for the trainer, all administrative costs of the training and any other costs staff deems necessary to conduct the training. Payment for the training must be made to the City Clerk prior to the commencement of the training. Failure to make the payment will result in the cancellation of the training and the immediate imposition of the appropriate license suspension.

Subd. 4. Administrative Penalty Procedures. No penalty shall take effect until the licensee has received notice (served personally or by mail) of the alleged violation and of the opportunity for a hearing before the City Council, and such notice must be in writing and must provide that a right to a hearing before the City Council must be requested within 10 business days of receipt of the notice or such right shall terminate.

Subd. 5. Persons Under the Age of 21. Persons under the age of 21 who use a false identification to purchase or attempt to purchase licensed products may only be subject to non-criminal, non-monetary civil penalties such as education classes, diversion programs, community services, or another penalty that the City determines to be appropriate. The City Council will consult with court personnel, educators, parents, children and other interested parties to determine an appropriate penalty for persons under the age of 21 in the City. The penalty may be established by ordinance and amended from time to time.

Subd. 6. Revocation. In addition to any other penalty imposed under this chapter, any license issued under this section may be revoked by the City Council for a violation of any provision of this chapter if the licensee has been given a reasonable notice and an opportunity to be heard.

Subd. 7. Appeal. Any appeal of the decision of the City Council to impose a civil penalty must be made within thirty (30) days of the decision of the City Council.

SECTION 2. FEE SCHEDULE AMENDMENT. The City of KASSON Fee Schedule shall be amended as follows (*Underlined language is added.*);

<u>THC License</u>	<u>\$ 1,000.00</u>
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SECTION 3. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage and publications as required by law.

SECTION 4. SUMMARY PUBLICATION. The following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication:

SUMMARY FOR PUBLICATION
CITY OF KASSON
ORDINANCE NO. 2023-01

AN ORDINANCE AMENDING TITLE XI OF THE CITY CODE BY ADDING
CHAPTER 118 REGULATING TETRAHYDROCANNABINOL PRODUCTS

The above-referenced Ordinance amends the KASSON City Code by amending City Code Ordinance Title XI – Business Regulations by adding Chapter 118 regulating tetrahydrocannabinol products within the City. This summary is adopted pursuant to Minn. Stat. §412.191, Subd. 4. A printed copy of the entire Ordinance is available for inspection and copying at the KASSON City Hall located at 401 5th St SE, KASSON, Minnesota, 55944. //Linda Rappe, City Clerk

ADOPTED by the City Council of the City of KASSON this __th day of _____, 2023.

Chris McKern, Mayor

ATTEST:

Linda Rappe, City Clerk

Published in the _____ on _____, 2023

I, Linda Rappe, City Clerk of the City of KASSON, do hereby certify that this is a true and correct transcript of the resolution that was adopted at a meeting held on the _____ day of _____, 2023, the original of which is on file in this office. I further certify that _____ members voted in favor of this resolution and that _____ members were present and voting.

Signed _____

Date _____

CITY OF KASSON
RESOLUTION #3.X-23

A RESOLUTION AWARDING AND APPROVING BID
FOR
16TH STREET ROUNDABOUT
S.P. 2007-45 (TH 57) & S.A.P. NO. 240-109-002

WHEREAS, the City Council of the City of Kasson solicited, received and opened bids for 16th Street Roundabout on March 22, 2023; and,

WHEREAS, bids received by the City of Kasson must be acted upon within 30 days of opening; and,

WHEREAS, the bids received for the project are favorable, and,

BID RESULTS WILL BE AVAILABLE AT THE COUNCIL MEETING

<i>Engineering Estimate</i>	\$ 2,600,000.00
	\$
	\$
	\$
	\$
	\$

WHEREAS, the project award must include approval from MnDOT State Aid Engineer, which is pending.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Kasson that the low bid submitted by _____. in the amount of \$_____ for 16th Street Roundabout is hereby approved, pending approval from MnDOT State Aid Engineer.

Adopted by the Kasson City Council this 23rd day of March, 2023.

Mayor Chris McKern

ATTEST:

Linda Rappe, City Clerk

The motion for the adoption of the foregoing resolution was made by Council Member _____ and duly seconded by Council Member _____. Upon a vote being taken, the following members voted in favor thereof: _____. Those against same: _____

News Release

March 20, 2023

Contact: [Mike Dougherty](#), District 6
Director of Public Engagement, Communications
Cell: 507-251-2749

MnDOT public meeting March 30 will provide construction details for Highway 57 Kasson projects

KASSON, Minn. – The Minnesota Department of Transportation invites the community to attend a public information meeting on March 30 to learn about the start of the construction in April for the [Highway 57 Kasson project](#) and the [Highway 57 and 16th Street roundabout project](#).

The open house style meeting is from 4-6 p.m., Thursday, March 30 at Kasson City Hall, 401 5th Street SE. There is not a formal presentation. People can drop in at any time during the gathering to ask questions of MnDOT, the city of Kasson and the contractors, learn about detours and get information about how to stay connected during construction.

If people are unable to attend, they can go afterward to the [MnDOT construction project website](#) to review materials from the meeting.

MnDOT invites and encourages participation by all. If you need an ASL, foreign language interpreter, or other reasonable accommodation, or need documents in an alternative format (such as braille or large print), please email your request to Janet Miller at ADArequest@state.mn.us or call 651-366-4720.

Highway 57 reconstruction project

The final year of the two-year construction project is scheduled to begin in April and end in July. It includes all reconstruction work from south of Veterans Memorial Highway/Dodge County Road 34 to south of 1st Street NE, including the roundabout at County Road 34 and the mini roundabout at Main Street.

The work in 2022 included all reconstruction work from just north of 1st Street NE to north of 11th Street NE.

Highway 57 and 16th Street roundabout

Construction is scheduled from April through July 2023 with the following work:

- Construct roundabout at Hwy 57 and 16th St. in Kasson
- Make watermain, sanitary sewer and storm sewer improvements
- Improve accessibility for pedestrians
- Construct a trail connection

The project is a local partnership project and is being led by the City of Kasson.

Stay connected, informed

- Check out other [MnDOT southeast Minnesota construction projects](#) and sign up for updates.
- Join the [MnDOT Southeast Minnesota Facebook group](#) and follow us on [MnDOT Southeast on Twitter](#).
- Find road updates in Minnesota on [511mn.org](#) or get a free app at [Google Play](#) or the [App Store](#).
- Want to stay updated on winter driving events and closures? Sign up for our [text message and email updates](#). Winter is just around the corner.
- Interested in a job with MnDOT? Career information for the State of Minnesota can be found at the [Minnesota Management and Budget website](#). Come join us.

###



KASSON FIRE DEPARTMENT

FIRE — RESCUE — EMS — 401 5TH STREET SE — KASSON, MN



03/14/2023
1800 HRS

Kasson Fire Department
101 E Main St
Kasson, MN 55944

Letter of Correspondence & Record

Subject: Return from Leave of Absence
Staff: Lieutenant — Matthew Lawrence

City of Kasson
401 5th St SE
Kasson, MN 55944
Attn: City Administrator Ibisch

Mr. Ibisch,

This letter of correspondence is to reinstate Lieutenant Matthew Lawrence from his leave of absence effective April 4, 2023. Lieutenant Lawrence has been on a leave of absence since January 1, 2023.

Submitted for City Administrator approval/endorsement, followed by a recommendation to approve at the next City of Kasson - Council Meeting.

Should you have any questions — please feel free to contact me at 507-517-4113 or by email at kassonfirechief@kmtel.com.

Respectfully,

Joe Fitch - Fire Chief