



**Regular City Council Meeting
Monday, May 24, 2020 at 7:00 pm**

Adrian Government Center, Council Chambers, 209 Maine Avenue, Suite 106, Adrian, MN

- 1. Call to Order:** Mayor Faber called meeting of the Adrian City Council to order at 7:00 p.m.
- 2. Pledge of Allegiance:** The meeting opened with the Pledge of Allegiance.
- 3. Roll Call:** City Council members present: Mayor John Faber, Ron Lonneman, Joe Hornstein, Tracy Kunkel, and Dean VonHoltum.
Department Heads: Administrator/Clerk-Treasurer Jill Wolf and Police Chief Shawn Langseth.
Staff: Community Assistant Associate Megan Vortherms, Public Works Employee David Boltjes, and Deputy Clerk Rita Boltjes.
Guests: Deb Kroon, Nobles County Review; five members of the senior class; Adrian High School; Brenda Parsley, CDS Representative; Joseph Sanow; Nobles County Attorney; Bruce Heitkamp; Nobles County Administrator; Gene Metz; Nobles County Commissioner
- 4. 7:00 Public Hearing for Variance; Jeff Runia**
 - Mayor Faber called hearing for Variance; Jeff Runia to order at 7:00 pm.
 - Mayor Faber asked if there were any questions or concerns. There were none.
 - Motion to approve the variance made by Kunkela second VonHoltum. 5/0
 - Motion to adjourn the Public Hearing at 7 pm was made by Kunkel, second by VonHoltum. 5/0
- 5. 7:05 CDS Representative Brenda Parsley**
 - Presented the 2020 Audit Presentation. The City's Fire Relief Association is not providing the necessary information to properly record and disclose effects of the net pension liability and the related deferred outflows and inflows. If ever bonding this information would be needed. In the 2020 Governmental Revenue Breakdown there was an increase due to CARES money and money from townships. Donations were less this year. The water funds expenditures are growing faster than revenue. Parsley recommended considering an increase in sewer charges. The ambulance fund had a \$11,000 increase from state and federal aid. No compliance issues were noted. Internal controls there were two significant deficiencies noted: limited segregation of duties and auditor prepared financial statements. There are no instances of noncompliance or other matters noted. Over all went very well. Faber thanked Parsley for her time she has put in with the cities audits.
- 6. Proclamation**
 - Faber proclaimed Friday, May 28th, 2021 as a Day of Appreciation for the Adrian Public School Class of 2021.
- 7. 108 Kentucky Avenue**
 - Gene Metz was the first to talk. He is a county commissioner and stated the Pettibone case has been going on for years. He then introduced Joseph Sanow the county attorney. Sanow stated a settlement has been reached between the Pettibone's and the County. Sanow had the deed to the house with him at the meeting. The county plans to removed and level the property. Sanow stated he is encouraging Adrian to help with the costs and efforts to remove the home. In 2019 the county got bids to remove the property. Lonneman asked Sanow why the county had to settle with the Pettibone's. Sanow stated that in 2019 there were three different judges and different lawyers working on the case. The system has it set up have the parties settle on their own. Lonneman asked if it was due to not being handled properly. Sanow stated that negotiations with the Pettibone's started before him and the county didn't take the proper steps. It would be cheaper to settle now rather than later. Kunkel asked why it was being put on Adrian when the county was handling it and also Adrian is a part of the county. Sanow stated that Adrian could have decided and used county recources for a public health issue. Sanow also stated that there are other towns in Nobles County that take care of these matters on their own and he is hoping the county and Adrian can come together to work on getting this taken care of and to have better working connections in the future. It was stated that there are other properties the county has taken care of in the past. Sanow stated while he is county attorney this will not happen again. Nobles County tax money should not go to just one town. Heitkamp stated that while he was in Adrian it became clean that nothing could be done with Pettibone's due to not having ordinances setup to take care of cases like these. Wolf stated that it changes the circumstances when there are people still living in the property. Other properties in Nobles County that have been take care of have not had residents living in them. This became a public health issue which is a county matter. Sanow stated the Chapter 462 gives a city the

authority to order residents to take action or go to court to raise the property. Faber stated the City is willing to waive the unpaid utility bills and give a Rebuild Adrian grant for \$5,000 to demolition the property. Motion made by Hornstein, second Ron. 5/0

8. Consent Agenda: Motion by Lonneman, second by Kunkel motion, carried 5/0 to approve the City Finances, Minutes and Permits/Licenses.

Finance:

Accounts Payable; May 2021
City Finances; April 2021 (PUC 4/2021 for information purposes)
Parr-McKnight; Fire Relief Account Balance – April 2021

Minutes:

Approved:

Council- 4/26/2021, Board of Review 4/28/2021
Ambulance –
Park – 5/17/2021
Fire – 5/5/2021
Fire Relief Association- no meeting
PUC – 5/18/2021
HRA – 5/19/2021

Permits / Licenses:

Zoning:

1. Jeff Runia; 214 E Eighth Street- deck
2. Randy Bullerman- 108 Pennsylvania Ave- replace driveway
3. Tim Berglund/Countryside Inn; 208 Louisiana Ave- pitched roof
4. Mauro Farias Navarro; 321 Indiana Ave- patio
5. Janine Heitkamp; 508 Pennsylvania Ave- patio
6. Carlos Osornio; 421 Connecticut Ave- replace gravel driveway with concrete
7. Julie Jeffers; 721 Louisiana Ave- shed (moving in)
8. Ken Wolf; 118 Sunview Drive- shed (moving in)

Council discussed how a lot of the projects are already done. It had been decided previously that projects needed to go to council first. It was discussed changes needed to happen in the cities building codes so fines can start to be given to people that start before approval.

Renewal for 2 a.m. License:

1. Orvin Green- Big Orv's; 217 Maine Ave

Golf Cart:

1. Tony & Marcia Kunkel; 528 Delaware Ave
2. Ken & Renee Wolf; 118 Sunview Drive

Moving:

1. Julie Jeffers; moving shed from 500 E 8th Street to 721 Louisiana Ave
2. Ken Wolf; moving shed from out of town location (newly built) to 118 Sunview Drive

9. Public Utilities Commission Appointment

- o Motion was made to appoint Tannar Heronimus, Mel Kroon, and Al Cox as PUC Commissioners by VonHoltum, second Kunkel. 5/0

10. Resolution

- o Motion made to declare the Annual Christmas in July a Community Festival was made by Lonneman, second Hornstein. 5/0

11. Cement between Sanford Clinic & Adrian Gov't Center

- o Motion was made by VonHoltum to pay half for the cement and to put a fence on the Maine Street end to keep people from walking through the space, second Lonneman. 5/0

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12. Community Concerns

- o 108 Kentucky property, truck speed through town
- o Channel 3, Campground speed bumps, City Hall front doors. Wolf will have the front doors in City Hall looked at.
- o Burning of items other than wood within City limits- Langseth has looked into it and taken care of it.
- o Slip in the City Hall Building- Wolf has talked with attorney about the fall.

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13. Staff Reports:

Administration/Community Development:

AMI Project Update: Water Meter deployment started on Monday, May 10th. Keytone Utilities has exchanged over 100 meters in town. Sump pump discharge data is being collected.

American Rescue Plan Act (ARPA) Funding: As part of the Federal Stimulus Plan the state will receive funding from the Federal Treasury and allocate \$376,932,399 to local units of governments. The amount allocated will be based on population. 50% of the funds will be

distributed in 2021, with the remaining 50% of the funds distributed in 2022. Eligible expenses may be incurred on projects through December 31, 2024. Priority is being emphasized on local units of government using the funds to improve water and wastewater infrastructure and expanding broadband. It was asked if the 6th Street Project would qualify for this. Wolf stated it would if work was done on the water and wastewater.

Water Infrastructure: Lincoln-Pipestone Rural Water attended the regular Commission meeting last week. Options and cost assessments were provided for an emergency back up water source as well as long term potential option for a water source. Discussion was had about repairs needed to the water filtration plant. Commissioners discussed having an engineer do a cost assessment and strategic plan for improving the water infrastructure and filtration plant.

Safe Routes to School: The City of Adrian and Adrian Public Schools have been awarded a Planning Grant for the MNDOT. The grant period begins July 1, 2021 and runs through June 30th, 2022. First task is to form a diverse team of people from the school, city and community that are invested in the community. A representative from MNDOT will facilitate the meetings, guiding conversations and give ideas and direction. SRTS planning process also involves simulation models where you use temporary tools or structures to test out different routes and materials before making final decisions. Council suggested having Jerry or Rose Henning and Mike or Bev Metz.

2021 Street Project: Bid opening for the 2021 Street Project will take place on Thursday, May 27th at 1:00 p.m. in the Council Chambers. A Special Council meeting will be held on Wednesday, June 2nd at 4:30 p.m. to accept and award the winning bid.

Post Office Repairs: USPS has sent a maintenance request for repairs at the Post Office. The requests include: a new back door which has been ordered and waiting for paint, replace tile flooring, replace ballasts with LED lighting and a broken toilet seat which has been replaced.

Pesticide Applicator's License: Wolf is working with the MN Department of Agriculture to find the necessary licensing requirements for mosquito spraying. We are anticipating the two of our Public Works employees will be getting certified in handling the chemicals and applying.

Speed Radar Signs: Shawn is checking into the status of our requested radar speed signs with MNDOT. He is also requesting one from the County to install it between the cemetery and city limits.

Community Foundation: The MN Secretary of State has approved the request to amend the name and organization of the Arnold Memorial Healthcare Foundation to the Adrian Area Community Foundation. Tammy Loosbrock is recruiting new and old members to the board and working on drafting a proposed structure of the organization. Local organizations and projects can have designated funds to receive donations. It will be a great opportunity to keep more donations local and work toward fundraising for community projects.

Flowers: David Boltjes and Jill Wolf are gathering costs to install hanging flower baskets on the light poles in the 3 blocks of the downtown business district. There are 12 light poles in the designated area. Howie's Floral can provide the baskets and flowers, David is looking into different options for hanging brackets. Wolf has asked some of the business owners, if they would consider donating to the they have been receptive to the idea. Wolf has also discussed getting donations from individuals as well. The seasonal Park Labor employees have offered to water the flowers and check on them daily.

Police Dept – Council asked what the two thefts in town have been. Langseth stated one was not an actual loss but one lost a large amount of money.

14. Sidewalk Accessibility- Claim is closed.

15. Upcoming City Council Meetings: By consensus, the Council acknowledged Monday, June 28, 2021 at 7:00 PM, within the Council Chambers of the Adrian Government Center, as their next Regular Meeting date, time and location and Wednesday, June 2, 2021 Special meeting at 4:30 pm; 2021 Street Project within the Council Chambers.

16. Adjournment: Meeting adjourned at 8:28 p.m. Motion made by VonHoltum, second Lonneman. 5/0.

Signed:

/s/ Jill Wolf; Administrator/Clerk-Treasurer

/s/ John W. Faber; Mayor