



Regular City Council Meeting
Monday, June 22, 2020 at 7:00 pm
Adrian Government Center, Council Chambers, 209 Maine Avenue, Suite 106, Adrian, MN

1. **Call to Order:** Mayor Faber called the meeting to order at 7:00 P.M.
2. **Roll Call:** Roll Call indicated the following present for the Regular Meeting of the Adrian City Council:
Council Members: Mayor John Faber, Joe Hornstein, Tracy Kunkel, and Ron Lonneman.
Absent: Dean VonHoltum
Department Heads: Administrator/Clerk-Treasurer Jill Wolf, Police Chief Shawn Langseth, Public Utilities Superintendent Adam Henning.
Staff: Community Assistant Associate Megan Vortherms and Deputy Clerk Rita Boltjes
Guests: Deb Kroon, Nobles County Review; Guy Hoiland, and Scott & Dana Heidebrink.
3. **Consent Agenda:** Motion by Hornstein, second by Lonneman motion carried unanimously to approve the City Finances, Minutes and Permits/Licenses. Following roll call vote, all voted in favor.
Finance: Accounts Payable; June 2020
City Finances; June 2020
Parr-McKnight; Fire Relief Account Balance – June 2020

Minutes: Motion by Horstein, second by Lonneman, motion carried unanimously to approve the following consent items; as stated. Following roll call vote, all voted in favor.
Approved:
Ambulance – 6/1/2020
Council – 5/18/2020 (reg) 5/26/2020 & 6/8/2020 (Special)
Park – 6/15/2020
Fire – 6/3/2020
Fire Relief – No Meeting
PUC – 5/19/2020 & 6/16/2020
HRA – 6/16/2020

Permits / Licenses:
Zoning: #1670-1673
1) William Burzlaff; 213 Connecticut Ave- replace driveway
2) Mike Heitkamp; 707 Maine Ave- replace driveway
3) Brad Jansma; 632 Nevada Ave- new storage shed
4) Patrick Lange; 404 W 2nd St- replace driveway

Moving Permit:
1) Les Madison; moving storage shed from 501 Franklin (Campground) to an out of town location.
2) Brad Jansma; moving new construction garden to 632 Nevada Ave

Demolition Permit:
1) Adrian Plumbing & Electric; demolish garage and shed at 200 W 1st St

Renewal for Optional Liquor License; 2:00 AM:
1) Big Orv's; Orvin Green- 217 Maine Ave
4. **Community Concerns:**
a) 201 Indiana Avenue- Sidewalk accessibility. Resident stated he needs to go down to the road to get down the block from his residence due to lack of or broken sidewalks from his home on Indiana to Maine Street. He stated that it is hard for him to get around Adrian as a lot of sidewalks have been taken out. The roads are uneven so when he is one the road his wheel chair goes towards the curb. The council discussed that the only corners that are wheel chair accessible are the corners going down Maine Street and the corners by the schools. Langseth stated he had taken a look at the sidewalks between Maine Ave and Indiana and there are several bad spots. Hornstein stated that he believes the path from his home to Maine Ave should be replaced. This is where we can start and assess other sidewalks in town at a later date. Resident stated he thought that would work and also added that it is very hard to get down the sidewalk by Henning Construction due to gravel being all over the sidewalk. It was discussed with the council members that Wolf will contact the League of Minnesota about sidewalk issues. Henning and Langseth will walk the path from Indiana to Maine and see what they think of the sidewalk. They will also reach out to RDC as they worked on the sidewalks in town and around the schools. Also, when sidewalks go in the corners need to be handicap accessible. It was decided something needs to happen as soon as possible and a thirty day time period should be given to the property owners to get the sidewalks fixed and to keep resident updated on the project.

b) 409 Oklahoma Avenue- dandelion issue. Resident requested the lawn be mowed at Oklahoma because of Dandelions. Langseth went by the property the next day and it had been mowed. The city did not mow so they are unsure of who did it. The property is under foreclosure. Langseth contacted the resident. Langseth will watch the property to make sure it is being taken care of.

5. Staff Reports:

Administration/Community Development –

COVID-19; Wolf reported the City offices are continuing to follow the Governor’s Executive Order and State Guidelines to Stay at Home. City offices are now open to the public Monday-Thursday from 9 am to 4 pm. Campground is open and the pool will be opening on June 22 with 50% capacity.

Property Assessments; Wolf has been working with Nobles County Assessor’s office to look into options for equalization issues. The County office will conduct the assessments this year in the City of Adrian rather than contract them out. They also looking at mapping zones within the City to help with differential among property values.

Age Friendly Grant; A community garden was planted with 20-30 volunteers helping. The goal is to grow the produce as a community and sell or donate the harvest and use for a canning class in the fall. Austin Taylor is looking into doing a technology class for seniors. Other activities are being planned with Intergenerational Coordinator. An extension for the grant has been approved for November 1st.

HRA Contract Extension; Discussions with the HRA Board continues as an opportunity to strategically plan what goals and direction the Board wants to move forward in. The contract with the 106 Company to manage the Cottages ends on December 31, 2020.

Drainage Issues behind Pennsylvania Avenue; Tile needs to be placed in the newly acquired land from Dorn’s. Two contractors will be submitting bids and the scope of the project with hopes to remedy the problem. Adam is working on this.

Suedkamp Addition; Five Purchase Agreements have been signed for the sale of lots. Lot 23 and 13 have plans to build this year.

Ambulance; Immediate modifications were made to the ambulance to alleviate exposure risks of COVID-19 to the driver.

Police Dept – Council reviewed the Police Report. Kunkel asked about available call hours with Langseth having 394.5 and Kane having 5. Langseth explained Kane can take call anytime and have never said no to taking call time. Langseth has been taking call time so she can have time off due to hours being scheduled to fit Langseth’s schedule. Call time is usually from 2 am to 8 am.

Public Works/Utilities – Henning had nothing to report at the meeting. He has been busy with the pool.

6. **Adoption of COVID-19 Preparedness Plan, as required by MN Executive Order 20-74; City of Adrian, Adrian Municipal Campground and Adrian Municipal Pool;** Wolf has been working with the pool and campground on these plans. We are now in Phase 3.
7. **Election Judges;** Proposed hourly wage for Election Judges were discussed compared to the 2018 per hour rate and what the Townships were paying Judges. Townships are now doing their votes through the mail which has opened up more Judges for us to use. Kunkel made a motion to approve an increase in the hourly pay for Election Judges; seconded by Hornstein. Approved 4-0.
8. **Approval of Fall City-wide Junk Pick-up and Mosquito Control Costs;** Approved the current monthly charge for this year. Motion made by Kunkel; seconded Lonneman approved 4-0.
9. **Fire and Ambulance Township Agreement Renewals:** Fees will stay the same for both departments for 2021 and 2022. Motion to approve made by Hornstein; seconded by Kunkel approved 4-0.
10. **Resolution# 587-2020; A Resolution to Designate a Platted Street along Tennessee Avenue, within the City of Adrian, to a Plotted Alley;** the plotted street is a dead-end street that only accesses the property owned by the property owner (on the West) and the City’s property (on the East) side of the platted street. Scott and Dana Heidebrink are the property owners to the West and came to the meeting. Motion made by Lonneman to approve; seconded by Hornstein. Heidebrink’s must turn in a new drawing to show where the shed will be placed. 4-0.
11. **Notice of Public Hearing;** Nobles County Environmental Services is holding a Public Hearing for consideration of a conditional use permit for the stockpiling of gravel, asphalt, concrete, concrete crushing and temporary hot mix plant near the City of Adrian, in Westside Township.

12. Past/Other Business;

- Last meeting discussed put a stop sign on 3rd Street and Nevada due to families in those neighborhoods having young children and people driving too fast through the neighborhood. Motion was made by Kunkel; second Hornstein. 4-0.
- J. Scot Henning resigned from the PUC Board in May. Faber suggested Steve Kellen. Kellen has had previous experience with being on other boards. Motion was made by Kunkel; seconded Hornstein. Motion approved 4-0.

13. Next Regular Council Meeting: By consensus, the Council acknowledged Monday, July 27th, 2020 at 7:00 PM, within the Council Chambers of the Adrian Government Center, as their next Regular Meeting date, time and location.

14. Adjournment: Motion by Hornstein, seconded by Kunkel, motion carried by roll call vote to adjourn the meeting at 7:54 PM.

/s/ Jill Wolf; Administrator/Clerk-Treasurer

/s/ John W. Faber; Mayor