



**Regular City Council Meeting
Monday, August 23, 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, Joe Hornstein, Tracy Kunkel, Dean VonHoltum, and Ron Lonneman.
Department Heads: Administrator/Clerk-Treasurer Jill Wolf and Police Chief Shawn Langseth Supervisor- Kendal Kane.
Staff: Community Assistant Associate Megan Vortherms and Deputy Clerk Rita Boltjes.
Guests: Deb Kroon, Nobles County Review; Marty Lonneman, Resident, Allen and Ellen Henning, Resident, Larry and Sharon Balster, Resident, Rich Holter and Angelle Berreau, Resident, Jenny and Mark Wibben, Resident, Jo and Marcy Mauch, Resident, and Jessica Dibbern, resident.
- 4. 7:00 Public Hearing for Variance; Tyrel Recker**
 - Called to order at 7:00.
 - Motion to approve variance made by Lonneman, second Kunkel. 5/0.
 - Motion made to close public hearing by Hornstein, second VonHoltum. 5/0.
- 5. Adrian Community United**
 - New organization to put on more family friendly events.
 - Dibbern asked council if the group could use a grassy area in the Suedkamp Addition that is owned by the city to have a mock accident. For the accident they are using a distracted driver format. It will be a community event but also used as a training opportunity and will have air med land in the area. Lismore and Ellsworth first responders and fire will be the patients in the mock accident and will be signing liability forms in case someone was to get hurt during the event. This will make place on September 25th and 4 pm. Council approved of the space at Suedkamp Addition being used as long as they notify residents, so they know what is going on. Motion was made by VonHoltum, second by Kunkel. 5/0.
 - Next event will be October 23rd at the campground and campground office. They would like to join with PTO and have a trunk or treat, chili cookoff, and a haunted trail. Council approved pending approval from Park Board. Motion made by Hornstein, second VonHoltum. 5/0.
- 6. Rupp, Anderson, Squires & Waldspurger Attorney Scott Anderson**
 - Anderson joined the meeting to discuss an individual residential lot.
 - Anderson stated that in September of 2020 there was a letter sent to the property owners by Langseth to cleanup the property. Nothing was done when the property owners received the letter. There were also attempts by Langseth in May of 2021 with the same results.
 - Anderson sent the property owners a letter on August 9th that gives them 30 days to contact Wolf to get a cleanup plan in place to avoid further action.
 - The deadline is September 11th.
- 7. Suedkamp Addition Protective Covenants**
 - Only changes made to the covenants was in section 202 that stated letters would be sent to all homeowners 15 days before variance. The mailed notice shall state the requested Variance and provide the date, time, and location of the meeting at which requesting the Variance shall be solely responsible for the costs of printing and mailing the required notice to the other property owners.
 - Faber asked if there were any questions or concerns. There were none. Motion to approve the covenants was made by VonHoltum and second by Kunkel. Lonneman abstained from the voting. 4/0.
 - It was asked what is done if a property owner who owned the property before the covenants decides not to sign the covenants. Typically, if it needs a variance it would have to go through normal variance protocol and could be denied. If it doesn't need a variance and it is a normal permit it cannot be denied.
- 8. Consent Agenda:** Motion by VonHoltum, second by Lonneman motion, carried 4/0 to approve the City Finances, Minutes and Permits/Licenses and approved Park minutes of May 17th requesting board wages be increased from \$20 to \$25 per meeting attended. Kunkel abstained.

Finance:

Accounts Payable; August 2021
City Finances; July 2021 (PUC 7/2021 for information purposes)
Parr-McKnight; Fire Relief Account Balance – July 2021

Minutes:

Approved:

Council- 7/26/2021 Kunkel asked if there was a status update on the property at 108 Kentucky. County has opened the property for bids. Wolf has a meeting with the commissioners on Tuesday, August 24 and will ask for an update.

Ambulance – 8/2/2021 They would like to purchase a Lifepak as their current one is getting old. Lonneman asked if that would come from equipment revolving rather than being in the budget since it is a big-ticket item. Boltjes stated she would talk with Lenz to see if they would like to do it that way. The money in the budget for the ambulance comes from the money they make on their runs.

Park – 8/16/2021 Appreciation days and ice cream went well.

Fire – 8/4/2021

Fire Relief Association- no meeting held.

PUC – 8/17/2021 Faber asked Kane how many valves needed to be replaced since it was listed that there are 6 pages of valves. Kane and Wolf stated they believed there were about 20 per page. Wolf stated that there was a plan put into place before she started with the city to fix 5 valves a year. It was asked why only 5. Wolf stated she was unsure why. Kane stated that there are 8 valves that do not work at all. Council asked that Kane ask PUC to fix those 8 this year.

HRA – 8/18/2021

Permits / Licenses:

Zoning:

1. Tyrel Recker; 509 Arkansas- Shed
2. Julie Jeffers- 721 Louisiana Ave- Patio/deck
3. Dale Bullerman- 500 E 8th St- Driveway- Kane stated he talked with Bullerman. They are putting the driveway right over the main lines going into their house. He explained that if there were ever any problems it would be at their cost to take care of the demolition and replacement of the driveway.

Demolition:

1. Ryan Eidhammer (Adrian Auto)- 47 Maine Ave; former shop

Request of Use:

1. Carrie Kinsbury- camping spaces for wedding. Form will be available Monday evening. Tents will be set up for wedding, reception, and music. They are aware of the quite time at the campsite and are able to accommodate that.

9. Community Concerns

None to date.

10. Staff Reports:**Police:**

Council asked what the thefts were.

Administration/Community Development:

2021 Street Project: Central Specialties is backfilling gaps and cleaning up from the construction project. They started this today. There were additional costs on 6th Street to remove clay and bring in 3” of class 5 aggregate. A couple of other pre-engineered expenses included a new culvert by the campground, relace manhole covers, additional concrete and others. The project went very well, with just a few minor issues. The Certificate of Pay is included with the packet. Creative Curb is still out working. Kunkel made a motion to approve paying Central Specialty, second by VonHoltum. 5/0.

American Rescue Plan Act (ARPA): We received our first round of ARPA funding from the State of MN. An educational seminar is being held on Tuesday to discuss the options and limitations of the funding. The intent of the program is to improve infrastructure needs, broadband access, and transportation. Discussions will continue the uses of these funds. Faber will be attending the meeting with Wolf.

Safe Routes to School (SRTS): The first SRTS meeting was held on Friday, August 20th. Jason Walker, Southwest Regional Development Center, facilitated the meeting. A group of City and school representatives, student, and community members were in attendance. The grant will allow simulation projects to demonstrate different options of safe routes to school. Faber and VonHoltum went to the meeting and stated it went well. VonHoltum stated Mike Metz has some ideas for 5th street and would like to be included in further meetings.

Software Security: MRES provided a training on the importance of digital security, especially regarding the security of utility billing accounts. After completing the training and meeting with an IT technician, it was determined that it would be beneficial to upgrade our

current security measures. We are working with Computer Clinic to upgrade our back-up, storage and combine the Public Works and EMS computers onto the same server as City Hall, sharing programs and security programs. There will be an upfront cost to upgrade our programs but will then be comparable to our monthly fees we have previously been paying.

Midco: Kickoff is tomorrow. Guys have been swamped with locates. Jim Banck will be coming in Wednesday to help with locates.

Clean Water Tour: Monday, September 13th the Clean Water Tour will be in Adrian at 8:30 am and has invited council to attend if interested.

Streetlight Behind City Hall: Brian Remme suggest moving the streetlight across the street on the corner of Henning Construction. Kane will be talking to Henning's to see if that is okay with them.

11. City Budget; Year 2022

- The Preliminary Levy and Public Input Meeting must be acted upon at the September 27th City Council meeting. Boltjes recommended moving the December meeting to the 20th due to the levy needing to be certified by the following Monday. After the September meeting you can lower items but not increase them. It was decided to increase the levy by 4% to help the general fund. It was discussed to put wages at 4% for now. Personal committee will be meeting next week to go over merits.

12. Other Business: none.

13. Upcoming City Council Meetings: By consensus, the Council acknowledged Monday, September 27th, 2021 at 7:00 PM, within the Council Chambers of the Adrian Government Center, as their next Regular Meeting date, time, and location.

14. Adjournment: Meeting adjourned at 7:51 p.m. Motion made by Hornstein, second VonHoltum. 5/0.

Signed:

/s/ Jill Wolf; Administrator/Clerk-Treasurer

/s/ John W. Faber; Mayor