



**Regular City Council Meeting  
Monday, October 26, 2020 at 7:00 pm**

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

1. **Call to Order:** Mayor John Faber called the meeting 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, Dean Von Holtum, and Tracy Kunkel  
Department Heads: Administrator/Clerk-Treasurer Jill Wolf. Absent; Police Chief Shawn Langseth  
Staff: Deputy Clerk Rita Boltjes  
Guests: Nobles County Review representative Deb Kroon, Fire Chief Brett Jackson, Heidebrink and Assoc representatives Meegan and Chad Heidebrink
4. **Fire Chief Brett Jackson:** attended the meeting requesting that the sale of the 1988 Chevy Suburban be delayed until the department can discuss the possibility of retaining the vehicle as a rapid response vehicle. Doing this would allow for a low value vehicle being used for traffic control on accident calls. Consensus of the Council was to allow retaining the vehicle if the department finds it advisable.
5. **Meegan & Chad Heidebrink; Heidebrink & Assoc:** Reviewed three health insurance options for employees;  
SW/WC Service Coop. This is the current policy retained by the City, is a Blue Cross/Blue Shield policy, an Aware Care policy which offers a broad coverage of providers and, if renewed, will include a 9.8% increase in premium for 2021. This policy is grandfathered in as the Coop no longer offers it. It was noted this is an exceptional policy offered to employees. Also noted was the Wellness incentive offered by the Coop which employees are taking advantage of and offers a monetary incentive at year end for employees who participate.  
PIEP Plan; This plan necessitates employees to pick a preventative care facility; care outside of that facility must be pre-approved. The care facility must be in Minnesota unless it is an emergency room visit. Consensus of Council was not in favor of this plan.  
Blue Cross; This is more of a stand-alone policy for small businesses. The main difference from the current policy is the age based premium. There is a Share Care incentive with this policy. It offers the same broad network of providers. Although it has a higher deductible, the maximum out of pocket is less. After discussion, motion by Hornstein to renew the current policy with the Coop, second by Lonneman, motion carried. 5 – 0 RCV
6. **Consent Agenda:** Motion by Kunkel, second by Hornstein, motion carried to approve the consent items as stated. 5 – 0 RCV  
**Finance;** Accounts Payable: Checks #21486 - #21555 including October Direct Payables and transfers totaling \$113,967.81 Parr-McKnight Fire Relief Account; 10-31-19: \$390,728.47  
**Suedkamp Fund Transfer:** \$60,000 transfer from Suedkamp Fund to the AIDC for payment on the note payable. The balance was noted for the Suedkamp fund with two lot sales pending.  
**Minutes:**  
Council – 9/28/20 (work session & regular meeting)  
Park – 10/19/20  
Ambulance – 10/5/20  
Fire – 10/7/20  
PUC – 10/20/20  
HRA – 10/21/20  
**Permits / Licenses:**  
Zoning (#1691 - #1693)  
Mike Kruger; 713 Nevada Ave – storage shed  
Marvin Gomez.Louders; 529 Delawaer Ave – addition to garage  
Mark Lonneman; 205 Arkansas Ave – deck (possibility of a roof)  
Moving; Mike Kruger – moving shed from 713 Nevada to an out of town location  
Golf Cart; Donald Wolf – 409 W Fifth Str  
Request for Use; Town and Country Assoc – 300 Block of West 6<sup>th</sup> Str from 5 to 7 p.m. for tailgate party in connection with the Homecoming football game October 23<sup>rd</sup>.
7. **Nobles County Historical Society:** After discussion, motion by Lonneman, second by Kunkel, carried to contribute to the Society via an annual payment for a period of five (5) years. 5 – 0 RCV
8. **Community Concerns:** None

## 9. Staff Reports:

**Public Works:** Wade Hieronimus was approved as the interim 'zoning official'

**Police:** Vehicle replacement was briefly discussed.

It was noted officer Kane is logging vehicle speeds coming into town from the South.

### **Administration/Community Development:**

**CARES ACT Funding:** The Grant Review Committee (GRC) determined grant award amounts using the 2:1 Nobles County match and the 70% allotment of City CARES Act funds. The GRC requested additional funds to round out the grant requests. As four local businesses submitted applications to the County, and not the City, the GRC proposes they be funded by the County.

There are funds remaining for the Council to determine the beneficiary(s). The County also have funds left to distribute. After discussion, the distribution of City funds was tabled until the November 9<sup>th</sup> special meeting at which time the County's decision on their funds will be known.

**Age-Friendly Grant:** Wolf updated the Council on the events that coordinator Deb Kroon organized including an 'Apple Crunched' activity that utilized elementary students and high school peer helpers, intro to social media & technology classes, etc. Additional grants will be sought to continue this Intergenerational Coordinator position.

**Keith's Grocery:** Wolf has been working with store owners Keith and Margaret Essman on succession planning. The store has been listed with Cox Realty. Economic incentives were noted in the report.

**2020 General Election:** Fourteen Election Judges are trained and certified for the November 3<sup>rd</sup> General Election. Extra social distancing precautions will be taken. One judge will be handling the enforcement of mask requirements and poll watching. Polls will be open 7:00 a.m. to 8:00 p.m.

**MRES Supplemental Contract:** The supplemental contract for electrical utility services is going very well. The costs of the supplemental contract were reviewed along with the costs associated with a long-term contract.

**AMI Project:** The AMI project is nearing deployment. Staff has been trained on the Yukon software. Once software programs are ready, Allegiant will begin installing meters – which will hopefully be the first part of November.

**MPCA Inspection:** Brad Gillingham with MPCA did an inspection, which went well. Justin Ahlers helped staff prepare for the inspection. A written warning for too many bypasses in a year was received, however that was due to Adrian's high ground table. Doing 7 bypasses alleviated backup into resident's basements. Gillingham encouraged implementation of some long term solutions; one of which is to pass MN Statute 115.55 POS Sewer Inspection which would require all home sales to have a Certificate of Compliance, with a sewer inspection. He also strongly recommended that the sludge on the primary pond be knocked down, which has been taken care of. The pond will also be dredged next spring.

**Meals on Wheels:** City staff partnered up and each took a day during the week of October 19<sup>th</sup> to deliver Meals on Wheels. This was a good Community Outreach and Team Building opportunity for employees and was appreciated by the residents who are part of the program.

**10. Worker's Compensation Renewal:** The 2021 WC renewal with the League of MN Cities shows a 1.53% increase in premium at the \$2,500 deductible option. After consideration, motion by Lonneman, second by VonHoltum, carried to renew the policy at the same deductible for 2021. 5 – 0 RCV

**11. Mayor/Council & HRA Board Meeting Pay:** After reviewing the pay of surrounding towns, of similar size, motion by Lonneman, second by Kunkel, carried to increase the Mayor annual stipend from \$2,000 to \$2,500, Council members from \$1,500 to \$2,000. The special meeting pay will remain at current levels, there will be no stipend for committee meetings. RCV 5 – 0  
Staff was directed to draft the required Ordinance for review and adoption at the November meeting. HRA meeting stipend will increase from \$25 to \$45 per meeting attended.

**12. Canvass of November 3<sup>rd</sup> General Election Results:** after discussion, motion by Kunkel, second Lonneman; the meeting will be held Monday November 9<sup>th</sup> at 4:30 p.m. Also on that agenda will be the CARES Act Funding. RCV 5 - 0

**13. Sidewalk Accessibility:** Wolf updated the Council on this matter, stating the League of MN Cities is handling this issue and the required responses.

**14. Golf Cart Permit Requirements:** City Code Chapter 8, Section 8.06, along with Resolution 218-1996 were reviewed. After discussion, staff was directed to draft the required Ordinance for review and adoption at the November meeting. Changes will include the current practice that permits are valid for the life of the permit holder, permit is updated if the cart itself is replaced. Permit holders/operators of golf carts will be persons who hold a valid driver's license (previously limited to persons 18 years of age). Resolution will continue to prohibit Golf Carts being driven on State Highway #91 (Maine Ave) & County Highway #35 (Pearl Str)

**15. 2021 City Budget and Corresponding Levy:** The budget will be updated with insurance and elected official's stipends.

**16. Past/Other;**

**504 W Fourth Str Property:** City Council discussed the condition of the vacant lot, noting concerns that another season has passed with no resolution that is satisfactory for a residential lot.

**2021 Employee Wage Compensation:** Kunkel stated the personnel committee did extensive comparison of Adrian's current wages to Cities of comparable, and slightly higher, population. Adrian's wages were found to be lower in comparison. With the retirement and resignation of lineman positions, which are not being filled, the committee's suggestion would be to use those dollars to increase current positions; ie the current wage chart. Discussion ensued regarding a wage study, market study and associated costs.

It was noted the wage chart, and 2021 budget, included a 2% COL increase. Merit raises are normally discussed by the personnel committee and department heads during the first weeks of November, with Council/PUC approval at regular November meetings. Employees are then informed of their wage and health insurance benefit in early December.

Also discussed was the contract with MRES in respect to the timeline of hiring a Public Works Supervisor and applications received to date. Another topic of conversation included Water and Wastewater personnel and equipment/facility needs along with the Louisiana Ave sewer replacement and possible 2021 Street Project.

**17. Next Regular Council Meeting:** By consensus, the Council acknowledged Monday, November 23, 2020 at 7:00 PM within the Council Chambers of the Adrian Government Center as their next Regular Meeting date, time and location.

**18. Adjournment:** Motion by VonHoltum, seconded by Kunkel, motion carried to adjourn the meeting at 8:47 PM.

/s/ Jill Wolf; Administrator/Clerk-Treas

/s/ John W. Faber; Mayor