



Regular City Council Meeting
Monday, February 28, 2022, at 7:00 pm

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

1. **Call to Order:** Mayor John 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: Ron Lonneman, Joe Hornstein, Dean VonHoltum, John Faber and Tracy Kunkel.
Department Heads: Administrator/Clerk-Treasurer Jill Wolf and Police Chief Shawn Langseth Crew
Leader- Kendal Kane.
Staff: Deputy Clerk Rita Boltjes and Customer Assistant Associate Megan Wolf.
Guests: Nobles County Review representative Deb Kroon and Rebuilding Together Minnesota representative Galen Kauffman.
4. **Rebuilding Together Minnesota-** Galen Kauffman presented to the city on the SWMN Chapter of Rebuilding Together Minnesota. They have an advisory committee and are looking for volunteers in the Adrian area to help with projects they have in Nobles County. They take applications to do home repairs and to make a home safe for older adults. They are a nonprofit organization that pays for the total cost of the home repairs or safe at home modifications. The city will be sending out flyers in the monthly billing.
5. **Consent Agenda:** Motion by Lonneman, second by VonHoltum, motion carried 4/0 to approve the City Finances, Minutes and Permits/Licenses. Kunkel abstained.
Finance
Accounts Payable; February 2022
City Finances; January 2022 (PUC 1/2022)
Parr-McKnight; Fire Relief Account Balance – January 2022
Minutes
Approved:
Council – 1/10/2022 (Special) 1/24/2022 (Regular)
Park – No meetings in off-season.
Ambulance – 2/7/2022
Fire Relief Association – 2/2/2022
Fire – 2/2/2022
PUC – 2/15/2022
HRA- 2/16/2022
Permits / Licenses
Zoning:
 1. Tannar Heronimus; 215 E 6th St0 new home & detached garage- Tabled until PUC meets again.
 2. Katia Suarez; 207 E 7th Str- Fence
 3. Adrian Elementary School- driveway, sidewalkTemporary On-Sale Liquor:
 1. St Joseph's Society; St. Adrian Catholic Church 520 Maine Ave on February 26th
 2. Adrian Town and Country; American Legion 109 Maine Ave on March 12th
6. **Community Concerns**
 - o Sidewalks- Council commented they are working on the sidewalks. This last summer sidewalks were fixed and there will possibly be some repairs with the Safe Routes to School Project.

7. 2022 Board Appointments

One seat remains open on the Park Board. Wolf is waiting to hear back from a resident she asked to be on the board.

8. **Staff-** Motion was made to increase an employee for their 6-mo review March 1st from New Hire to Step 1 by Kunkel, second Hornstein. 5/0

9. **Approval to Request Hay Bids-** Motion to approve made by Lonneman, second Kunkel. 5/0.

10. **Matthiesen Lease for City Burning Dump-** Motion was made by VonHoltum to approve the lease, replace signs, and free firewood, second Kunkel. 5/0.

11. Ambulance Mutual Aid Agreement

Sanford Luverne, Sanford Worthington, and Edgerton are asking for a 12-hour notice. Wolf is working on an agreement with Rock Rapids also. It was brought up to also check with Little Rock. Funds may be given to the ambulance from the county. It was discussed that the ambulance would like to use that money for incentives for member to take call, but it was also talked about fees possibly coming from the other ambulance services taking Adrian's call. Tabled until next meeting.

12. Staff Reports:

Police:

Langseth suggested the city withdraw from the Buffalo Ridge Task Force. Nobles County has withdrawn, and the city usually works with the county. You must give a ninety-day notice when you withdraw. Council decided to go ahead, and we will keep pairing with the county.

Administration/Community Development:

Safe Routes to School: A meeting was hosted by the SRDC to discuss how to become a more walking/biking friendly community. Topics such as, safety, lighting, sidewalks, paths, bike repair stations, etc. were discussed. City staff are completing a streetlight audit to determine the needs for additional light poles. Lighting increases the sense of safety of an area. It has been noted that there are fewer streetlights in areas of the community with typically lower AMI residents. Staff will be preparing a proposal for the PUC to consider for additional street lighting and potential fees or funding ideas. The SRDC grant application has been pushed back to September.

Louisiana Avenue Project and Correction of Sidewalk Approaches: City staff are working with DGR engineers to determine the scope of the Louisiana Street Repair project and obtain cost estimates. The initial overview of the project would include street mill and overlay, lining the sewer main and replacing the water main on the east side of the street ROW. The intent is to begin advertising for bids on March 2nd and have the bid opening on March 24th, with construction completion July 2022. Sidewalk approaches that need to be improved will be completed in this time frame, as well. The bond can then be closed. They will also be sealing cracks in the new streets.

Water/Waterwater Study, Improvements & Modeling: City staff are continuing to work with SHE engineers to improve water infrastructure. Westrum Leak Detection performed a leak detection study on the water lines within the city. They did not find any leaks with the underground lines. Engineering models are showing that a majority of the water loss is taking place, pre-treated, into the ISEP. The theory is that updating the system should help with the amount of water being lost.

City Code Revisions: City staff have been working with SWMHP to develop the first draft of revisions to Chapter 11 Land Use & Planning, and a couple of Sections on Chapter 7. A Plan Review Committee meeting was held to go through the revisions and suggest changes. A draft of both Chapter 7 (Parking) and Chapter 11 (Land Use & Zoning) have been included in your packet for review and consideration. Suggested changes by the Council will be added and a final draft will be prepared for consideration of adoption at the March meeting, following a mandatory Public Hearing.

13. Adrian Oxbows

- The U.S. Fish and Wildlife Services has a grant and would like to put oxbows in. Kunkel stated that PUC had some concerns that they would like answered before they make a decision. Council also added that if there was a parking lot placed there with drainage would that be a problem. It

was also stated that with the short window would the project get done and if not, would the cost come back on the city. Council tabled until there is more information.

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14. City Code Revisions

- Discussion about what type of projects would require a permit; shingles, windows, etc. Council will take a month to look over proposed revisions and bring changes or additions to the next meeting.

15. Upcoming City Council Meetings: By consensus, the Council acknowledged Monday, March 28th, 2022 at 7:00 PM, within the Council Chambers of the Adrian Government Center, as their next Regular Meeting date, time, and location. Wednesday, April 27th at 1:00 pm will be the annual Board of Review; the city must have a quorum.

16. Adjournment: Meeting adjourned at 8:12 p.m. Motion made by Lonneman, second VonHoltum 5/0.