



Regular City Council Meeting
Monday, March 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.
Staff: Customer Assistant Associate Megan Wolf.
Guests: Nobles County Review representative Deb Kroon, DGR Engineer Gary Kurth, Ambulance President Sarah Lenz, Ambulance Secretary Marissa Marten, Cox Reality representative Alan Cox, Business owner Randy Kruse, and Resident Barb Kruse.

- 4. Consent Agenda:** Motion by VonHoltum, second by Hornstein, motion carried 4/0 to approve the City Finances, Minutes and Permits/Licenses. Kunkel abstained.

Finance

Accounts Payable; March 2022
City Finances; January 2022 (PUC 2/2022)
Parr-McKnight; Fire Relief Account Balance – February 2022

Minutes

Approved:

Council – 2/28/2022
Park – 3/23/2022
Ambulance – 3/8/2022
Fire Relief Association – Quarterly meetings
Fire – 3/2/2022
PUC – 3/15/2022
HRA- 3/16/2022

Permits / Licenses

Zoning;

1. Tannar Heronimus; 215 E 6th St- new home & detached garage- Contingent on staff approval.
2. Dale Bullerman; 500 E 8th St-concrete pad

Demolition

1. Ryan Henning; 312 Kentucky Ave- house

LG220 Application for Exempt Permit

1. St Adrian Catholic Church; 108 6th Street East for a raffle to be held May 1, 2022

5. Community Concerns

- o 209 Pennsylvania Ave; barking, aggressive dog
 - o 113 Nevada Ave, speeding motorists, expired vehicle tabs, out of state plates
- Langseth will talk to both residents about their concerns.

6. 2022 Board Appointments

Jill Nordstrom (three-year term expiring 12/31/2024 Motion to except Nordstrom to the board was made by Kunkel, second VonHoltum. 5/0

- 7. Resolution #621-2022-** A resolution is required to re-establish precincts and polling places. Lonneman made a motion to approve the resolution, second VonHoltum. 5/0.

8. **Resolution #622-2022-** A resolution Designating authorized representation for WMMPA. Motion to approve Alan Cox and Chad Loosbrock made by Kunkel, second VonHoltum. 5/0.
9. **Resolution #623-2022-** A resolution Designating authorized representatives for MBMPA. Motion to approve Alan Cox and Chad Loosbrock made by Lonneman, second VonHolum. 5/0.

10. **Ambulance Mutual Aid Agreement**

Mutual Aid Agreements with Sanford Luverne and Sanford Worthington are almost finalized. Wolf stated the agreements will be brought to the Ambulance crew to review and will be finalized. Sara Lenz provided an Active/Inactive Member Guidelines changes to the council. Lenz stated these are the changes that are being made by the crew. Discussion was held regarding the billing company and the processes for submittal. It was noted the procedures have not changed; however, the billing company (Expert T Billing) was sold to a new owner, Expert Billing is the new name. When the change was made there were transitional issues with reports to the state. Lenz stated she will be submitting reports to the state until the ambulance service has electronic charts. Wolf stated a new billing company will be sought once all issues with state reporting are resolved. Lenz reported the ambulance was only out of service for 32 hours last month. Council stated that was a good improvement. Lenz asked if it was okay with council if during EMS week in May they took the ambulance up to the elementary on May 16th and 17th, Afterschool program 19th and on April 7th have the ECFE come to the station to see the ambulance. Council stated that would be great. Lenz also stated the ambulance will be having an in-person audit but do not know when it will be happening, but they are getting ready for it.

11. **Staff Reports:**

Police:

Langseth stated the school parking complaints need to be at two for this month and citations at five for this month. Council asked what the total for each is at. Langseth stated there are a total of six complaints and nine tickets that have been given since December.

Administration/Community Development:

Spring Clean-Up: Spring Clean-up will be held May 9th- 13th. The street department is asking that residents place items on the curb no earlier than May 2nd and no later than May 8th. M. Wolf will be sending a notice with statements in April to inform residents of the clean-up.

Leaf Dump Addition: The Public Works department is looking at options to expand the leaf dump to include a collection for small sticks. This would be an option for residents to bring small stick piles to the area next to leaf dump by the power plant. An estimated cost to construct the stick pile collection is approximately \$1,200. M.Wolf will include this information in the spring clean-up flier. Council would like street department staff to also continue curbside stick pickup.

Streetlights: The PUC approved to install 5 new streetlights/year for 5 years, improving lighting in an effort to create a cleaner and safer community. City staff performed a street light audit and will develop a 5-year priority plan to determine where the new lights will be located.

Louisiana Street Project: The bid opening was scheduled for Thursday, March 24th at 1:00 p.m. There were no bids submitted for the project. City staff met with Engineer, Gary Kurth and sought legal advice on proceeding forward with the project so it does not affect the bond. Kurth explained a contractor he talked with stated they did not submit due to 5 to 6% more in costs. Bid is being reopened and will be due April 14th. Kurth will make the lining an alternate bid to give PUC time to decided if they want to include that or not with the cost.

Line Truck: Packets were handed out with pictures of the trucks and information. Public Works department would like to purchase a new line truck from the City of Luverne. Motion was made to approve the purchase of the new line truck contingent with the approval of PUC by Lonneman, second VonHoltum. 5/0.

Fire Department Suburban: Inquiries have been received about the Fire Department Suburban. The highest bidder on Minnbid. Langseth stated he would re-list it on Minnbid.

Cybersecurity: Several alerts have been sent out by the Federal and State Government, MRES, APPA about a high risk for cybersecurity attacks on municipal infrastructure. A virtual training is being offered this week that all employees will be required to attend. We have been in communication with our IT about security upgrades on necessary improvements to protect the City's virtual operation network.

12. City Code Revisions

- Increase the limit on fines if possible. Check into if anyone would be grandfathered into the changes. Council doesn't believe that anyone with violations should be grandfathered in.

13. Other Business

- Kane got his Class D Wastewater Operator Certification. J. Wolf asked with Kane getting the certification if he could be increased on the wage step. Council stated to take that request to PUC first.
- Barb and Randy Kruse joined the meeting to talk about parking issues by the high school. She would like yellow paint or a sign to be placed 12 feet on each side of her driveway. Faber asked Langseth if there was a limit to the amount of yellow that could be placed. Langseth stated he did not believe so. It was decided yellow paint would be put on the curb to see if that will help with the problems. Council invited Barb and Randy Kruse to come to the April meeting when the council will be discussing the parking situation with the school.
- Senior Center is asking the city to increase their payment to the senior center to \$200 to help pay for Marie's hours at the senior center. Motion was made to increase to \$200 by VonHoltum, second Lonneman. 5/0. They have also asked for a coat rack for coats during their busy times. Lonneman stated he would talk to the fire department to see if they could put up a coat rack in the hallway to put their coats on during meetings and then the senior center could also use it.
- Faber asked Langseth about the flag at the fire hall. Langseth stated he asked Jackson and he has a flag so Langseth will get it put back up.
- There is interest in the commercial lots on the North/East side of town. Council would like HRA to set prices for the lots to be sold.
- Discussion was had on the sale of Keith's grocery with Alan Cox.

14. Upcoming City Council Meetings: By consensus, the Council acknowledged Monday, April 25th, 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.

15. Adjournment: Meeting adjourned at 8:45 p.m. Motion made by Kunkel, second VonHoltum 5/0.