



**Regular City Council Meeting
Monday, April 25, 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 Crew Leader- Kendal Kane, and Police Chief Shawn Langseth.
Staff: Deputy Clerk- Rita Boltjes and Customer Assistant Associate- Megan Wolf.
Guests: Nobles County Review representative Deb Kroon, Ambulance representative Cynthia Wolf, Resident Merlyn Inglett, Residents Joe and Marcia Mauch, Town and Country representative Jason Winselman, Superintendent Molly Schilling, School Board representative Bobby Kunkel, Student representatives Mayssa Tweet, Josi Altman, Madeline Wagner, Olivia Lehnoff, Taya Elias, Quentin Wolf, and Isaac Bullerman.
4. **7:00- Public Hearings for Tax Abatement Request and Land Use Regulation ‘Zoning’**
Mayor Faber called the public hearing to order at 7:00 p.m.
Nobles Home Initiative;
Ronald (Joe) & Marcia Mauch; Requested a 5-year tax abatement on the dwelling as part of Nobles County initiative to increase housing. Motion to approve Resolution #624-2022 was made by Kunkel, second VonHoltum. 5/0.
Land Use Regulation ‘Zoning’ Revision;
City Code Chapter 11, Zoning Ordinances; removing sections 11.01 through 11.14, revising & updating the sections. Ordinance #97, 2nd Series was tabled for changed in wording to be made by attorney. Motion made by Lonneman, second VonHoltum. 5/0.
Motion to adjourn public hearing at 7:04 p.m. made by VonHoltum, second Hornstein. 5/0.
5. **Adrian Town & Country Association**
 - Request for Use; East First Street Friday, July 22nd for Johnny Holm Street Dance
 - Temporary On-Sale Liquor License; Friday, July 22nd.
 - Preliminary Request for Use; area behind City Hall for Friday’s Ribs and Rims and Saturday’s events
 - Winselman stated everything would be the same as last years event except the security that was hired by Adrian Town and Country requested to have more security to help with the large crowd. Motion to approve Request for Use; Temporary On-Sale Liquor License; and Preliminary Request for Use was made by Lonneman, second Hornstein. 5/0.
6. **2021 Audit Review; Justin McGraw, CDS Representative**
 - McGraw reviewed the audit with the council and stated the city is doing very well. Motion to approve the audit was made by Lonneman, second VonHoltum. 5/0.
7. **Consent Agenda:** Motion by Lonneman, second by Kunkel, motion carried 5/0 to approve the City Finances, Minutes and Permits/Licenses.
Finance
 - Accounts Payable; April 2022
 - City Finances; March 2022 (PUC 3/2022)
 - Parr-McKnight; Fire Relief Account Balance – March 2022

Minutes

Approved:

Council – 3/28/2022 Minutes were not in packet.

Park – 4/18/2022 It was asked what is being done with the dirt at the upper park. Kane stated Brent Henning is going to take a look at it and get it taken care of.

Ambulance – 4/2/2022

Fire Relief Association – Quarterly meetings

Fire – 4/6/22 Langseth stated the flags have been ordered. Faber asked that the flags are hung before Memorial Day weekend. Langseth reported the suburban had been sold for \$9650 the fire department will receive \$8900 from the sale.

PUC – 4/19/2022 It was discussed that the PUC has always listed hanging the Christmas light as a good service by the PUC. Council felt the PUC should split the cost as it is used for Christmas lights and to changed out caps on the streetlights. Motion was made to split the cost of the line truck with the PUC by Lonneman, second VonHoltum. Repairs need for the water treatment plant were discussed and looking into drilling another well along with increases in water cost for residents. It was discussed that possibly the rate increase should happen before the project is started due to the waiting period. It was also discussed that Lincoln Pipestone only has so much time to sign on with them before that window closes.

HRA- 4/20/2022

Permits / Licenses

Zoning:

1. Joe & Marcia Mauch; 101 Ninth Street- new home.
2. Vicki Henning; Replace fence.

Request for Use of City Street/Property

1. Adrian Town and Country for Friday, July 22nd
2. Adrian Town and Country for Saturday, July 23rd

Temporary On-Sale Liquor License

1. Adrian Town and Country for Friday, July 22nd
2. Adrian American Legion Post #32 for Friday, June 10th

8. Ambulance Retirement Pay

Proposal for Ambulance Personnel Retirement Fund. The council was provided with information on Cooper Sams and PERA retirement options. It is hoped that a retirement incentive would entice new members to the squad. The Cooper Sam could also go away tomorrow and doesn't always get money put into it. It is the idea that Cooper Sam is an option and the city and/or ambulance would match the amount being put into that fund for ambulance members to receive after a number of years of service for the retirement incentive. The idea would be that the longer you are on the squad the more retirement you would receive. The retirement amount would depend on age at retirement and number of years on the service. City council stated they are interested in providing the retirement but will need to check with auditors and service contracts would need to be changed to include the retirement funds which is up for renewal in 2023.

9. 2022 Hay Bids

One Hay Bid was received. Motion to except the Hay Bid was made by Lonneman, second Hornstein. 5/0.

10. Ordinance No. 98, 2nd Series

Tabled until next month's meeting after changes to wording have been made. Motion made by VonHoltum, second Kunkel. 5/0.

11. Ordinance No. 99, 2nd Series

Tabled until next meeting after changes to wording have been made. Motion made on Ordinance No. 98, 2nd Series also includes Ordinance No. 99, 2nd Series.

12. Appointment of Election Judges for Special Primary

Motion was made to approve the appointment of election judges for the May 24th special primary election by Lonneman, second VonHoltum. 5/0.

13. Property, Vehicle & Liability (PVL) Insurance

Motion to except the premium changes was made by Lonneman, second VonHoltum. 5/0.

14. Community Concerns:

- School Parking. Discussion can be found below under School Parking.

15. Ambulance Mutual Aid Agreement

- Mutual Aid Agreement is being reviewed by Sanford's legal team.

16. Staff Reports:

Police:

Langseth stated two complaints were made and 2 citations were given for school parking. Langseth stated it has quieted down a bit and he has been able to get caught up on other projects.

Administration/Community Development:

American Legion Retired Flag Drop Box: The American Legion will be putting a Drop Box in the lobby of the Government Center for Retired Flags.

Local Board of Appeal & Equalization: The LBAE will be held on Wednesday, April 27th at 1:00 p.m. in the Council Chambers. All Council Members are currently certified and are welcome to sit on the Board. A minimum of three Council members are required to be present.

Hay Bid: The bid opening for cutting City-owned property to be baled will be issued the past two years in efforts to cut down on weeds and promote re-growth.

Louisiana Avenue Street Project: A bid opening was held on Thursday, April 14th. Two bids were submitted. The PUC approved and recommended to Council to accept the lowest bid and proceed with the project. The total estimated cost of the entire 2021-2022 street project is potentially going to go a little over the bonded amount, as prices have increased dramatically in the last few months. City staff and project managers are aware of this and will monitor costs as we move forward with the project.

Commercial Property: DGR is working on survey of the approximately 5 acres of commercial land in the Morgenthaler Addition. Once the survey and setbacks for wetland protection are established, City staff will work with DGR to create Parcels intended for commercial property use. Hornstein requested a list of all lots the city owns for the next meeting.

Eaton Technologies: Eaton Technologies provides the Automated Metering Infrastructure that enables our Electric and Water Meters to communicate with the Gateways and enter information into our utility system. Eaton had a critical security vulnerability; they were able to quickly develop a remediation and mitigation upgrade. MRES host our site, through Yukon, so they were able to seamlessly perform the upgrade without our system being compromised.

Ambulance: City legal counsel reviewed the Mutual Aid Agreements with Sanford Luverne & Worthington. Sanford legal counsel will review the Agreement. The Ambulance squad continues to remedy the second set of correction orders as we progress with the Mutual Aid Agreement.

Well-head Protection: City staff are working with MN Rural Water to develop a plan to educate and offer incentives to promote soil health in the DWSMA (Drinking Water Soil Management Area).

17. Other Business

- School Parking- Langseth stated that in March there were 2 complaints and 2 tickets given. So far in April there has been one complaint and no tickets given due to the large truck being far enough away from the driveway. An adjoining resident's community concern was reviewed. They are asking that council leave the signs down until the end of the school year and reevaluate the signs being placed back before next school year. Resident also stated a letter should be sent to residents before the meeting so they can attend. Wolf explained that letters are only sent out when a public hearing is needed. Faber explained his concerns for parking on 5th Street and Kentucky Avenue. He believes there is not enough room for emergency services to respond to the school on those streets. Faber is recommending no parking on Kentucky or 5th Street Monday- Friday 8 am to 4 pm. Kunkel asked if someone that deals with those types of concerns could come down and evaluate those streets and give a recommendation to the city. It was decided to leave the parking the way it is for the rest of the school year and reevaluate in August.
- Student Council will be cleaning up garbage in the field next to Dollar General.

- Resident in the 300 block of Oklahoma Ave would like gravel placed in the alley. There has never been gravel in the alley and when gas trucks enter the alley it creates ruts in the grass.

18. Upcoming City Council Meetings: By consensus, the Council acknowledged Monday, May 23rd, 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.

19. Adjournment: Meeting adjourned at 9:13 p.m. Motion made by VonHolutm, second Lonneman. 5/0.