



**Regular City Council Meeting  
Monday, May 22, 2023, at 7:00 pm**

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

- 1. Call to Order:** Mayor David Edwards called the 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:**

Roll Call indicated the following present:  
City Council members present: Steve Kellen, Tracy Kunkel, Dylan Carlberg  
and David Edwards. Absent; Dean VonHoltum  
Department Heads: City Administrator/ Clerk- Sheri Platt, Chief of Police Shawn Langseth  
Crew Leader- Kendal Kane  
Staff: Deputy Clerk- Rita Boltjes  
Guests: Residents Merlyn Inglett, Joe & Marcie Mauch, Mark & Jen Wibbens, Alan & Ellen Henning,  
and Orvin Green  
Roll Call indicated the following staff absent; Community Assistant – Sarah Lenz
- 4. Covenants for Suedkamp Addition:** Several property owners attended the meeting to discuss the covenants as passed by the City Council in August 2021. The information, as obtained from legal counsel, was reiterated. After discussion, staff was directed to draft a letter to all property owners of Suedkamp addition, include a copy of the covenants and request their signature on same
- 5. Consent Agenda:** Orvin Green was in attendance to discuss his Request for Use of the property behind City Hall for a band on the evenings of the Christmas in July celebration; July 21<sup>st</sup> and 22<sup>nd</sup>. It was noted the Town and Country was granted permission to utilize the area for the Ribs and Rims event on Friday July 21<sup>st</sup>. The band hired by Green would be from 9 to midnight; after the T/C event. Motion by Carlberg, second by Kellen, carried 4/0 to allow. Green was informed the city only owns the Southern most portion of the block, the rest is owned by Henning Construction and permission from them would need to be requested.

The following was approved on a motion by Kunkel, second by Carlberg, carried 4/0

**Finance**

Accounts Payable; May 2023

**Minutes**

Council – 4/24/23 Regular, 5/3/23 Board of Review

Park – 05/15/2023

Ambulance – 05/01/2023

Fire Relief Association – quarterly meetings

Fire – 05/03/2023

PUC – 05/16/2023

HRA – 05/17/2023

**Permits / Licenses**

**Zoning:**

1. Jacob Janisch/Andrea Baumgartner; 509 Maine Ave – backyard fence & patio
2. Henning Construction; 219 Maine Ave – addition to existing building

**Request for Use:**

1. Orvin Green; previously approved  
Noted the City owns the South 100' of property, request for use of additional area must be obtained from property owner Henning Construction.

**Golf Cart:**

1. Mark Loosbrock; 254 S 2<sup>nd</sup> Ave, Lismore (stores & drives in Adrian)
2. Alan Henning; 112 9<sup>th</sup> Street East

3. Steve Bullerman; 228223 State Hwy 91, Adrian (stores & drives in Adrian)

**6. Vehicle Replacement:** Prices, as obtained by Councilmember Carlberg were reviewed. It was noted a Can-Am brand is manufactured with much of the options desired and trade value retains. As the cost will be over the quote requirement, a quote request will be drafted and forwarded to at least two dealerships that carry the Can-Am brand. Also noted was the budget was drafted figuring a 25% share with the PUC.

**7. Seal Coat Project:**

Council was informed of a street seal coat project scheduled for 2023, DGR's engineer Gary Kurth and PW Crew Leader Kane have identified the streets most in need of coating. Quotes are scheduled to be opened on Thursday at 10:00 a.m. After discussion, and in an effort to keep the project moving forward, motion by Kellen, second Carlberg, carried 4/0 to allow staff, with the assistance of Kurth to calculate the quotes and award the project.

**8. Staff;** As the Comm Assistant Associate has satisfactorily completed the six month probation period, motion by Kunkel, second by Kellen, carried 4/0 to move employee from new hire to step one on June 12<sup>th</sup>, which is the six-month probation date.

Public Works Position; to date, the position has not been filled.

Brady Vortherms; has given his written resignation effective June 2<sup>nd</sup>. An ad has been placed, open until filled, with first round review on May 30<sup>th</sup>. David Edwards and Dean VonHoltum will be on the interview committee, along with Platt and Kane. Noted Chad Loosbrock from the PUC will also be on the committee. If VonHoltum unable to make interview times, then remaining members will conduct the interviews.

**9. Community Concerns;** none to date

**10. Staff Reports**

▪ **Police**

Office at City Hall: continue to make progress on the relocation.

Portable Radios: have been received, however now waiting for chargers

▪ **Administration/Community Development**

HRA vs EDA: Continuing to work with consultant company CEDA on what possible options would be the best fit for the City of Adrian.

Pool: Waiting for quotes from MC & R Pools to come back on pressure testing.

Tile at Post Office: Still waiting on price from contractor. Noted contractor has been contacted via phone and email for a cost.

Zoning Ordinances: As noted during the Suedkamp Covenants agenda item; Mayor Edwards and staff are working on the ordinance changes that we received from RASW Law. The rough draft will be emailed to Councilmembers prior to the June meeting, with Langseth included in the mailing.

**11. Past/Other Business:**

Suedkamp Addition; Boltjes stated that a question was raised about the far Southeast portion of the Suedkamp Addition – if there were any plans in the next few years to develop that into a possible cul-de-sac. Noted that area was left open until most of the remaining lots are sold/developed.

SRDC Meeting; Kellen gave an update on the May 11<sup>th</sup> SRDC meeting stating LGA has some proposed changes that could result in Adrian receiving additional funds in 2024. Also discussed at their meeting was their revolving loan fund, which could be in addition to the HRA's revolving loan monies available to commercial business. The PACE program and DEED grants were also discussed. The next SRDC meeting will be in July.

**12. Upcoming City Council Meeting:**

By consensus, the Council acknowledged Monday, June 19, 2023 at 7:00 PM, within the Council Chambers of the Adrian Government Center, as their next Regular Meeting date, time, and location.

At this posting, the meeting was moved to Tuesday, June 27<sup>th</sup> due to the Juneteenth holiday mandated by Governor Waltz.

**13. Adjournment:** Meeting adjourned at 8:35 p.m. Motion made by Kunkel, second by Carlberg. 4/0.