



Regular City Council Meeting
Tuesday, June 27, 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, Dean VonHoltum and David Edwards
Absent; Dylan Carlberg
Department Heads: City Administrator/ Clerk- Sheri Platt
Crew Leader- Kendal Kane
Staff: Deputy Clerk- Rita Boltjes, Community Assistant – Sarah Lenz, Officer Ashley Kane (absent for emergency call 7:46pm-8:15pm) Absent; Police Chief Shawn Langseth
Guests: Residents - Merlyn Inglett, Jim & Diane Lutmer, Joan Pater, Business Manager – Brad Bullerman, Fire Dept - Ryan Henning & Dallas Sieve
4. **Resident would like to discuss sidewalks:** Resident was not present at the meeting. This agenda item was not addressed.
5. **Fire Department members present to discuss purchase of a new fire truck:** The Fire Department has looked into new and used pumper trucks and are looking for direction from the City Council. The best pumper that the Department (FD) is currently using at every fire is 22-23 years old. The second pumper truck, left at the hall, is not considered reliable by fire members as the starter is temperamental due to its age. The Fire Department has approximately \$215,000 in equipment revolving to put toward the purchase of a new pumper truck. A new, service ready truck is approximately \$356,000. A committee of FD members met with Nobles County Administrator Bruce Heitkamp and Platt to discuss grants. Heitkamp was not optimistic about the FD securing grants because of the fund balance they currently have. Heitkamp suggested looking into a USDA loan. Consensus of the Council to check into the USDA loan process and look into funding options within city finances. Boltjes reviewed the balances of the City's pooled cash.
6. **Adrian Coop Oil; Brad Bullerman:** Vacate City Alley: Bullerman addressed the Council indicating the request to vacate the alley behind Coop Oil (withdrawn prior to April meeting) was being requested because Adrian Coop Oil has plans to eventually build a new shop. Bullerman states all costs associated with vacating the alley and costs with Midco would be at the expense of Adrian Coop Oil. Bullerman requests a public hearing be set to vacate the alley. At this writing there has been no information from Bullerman or city attorney Wetering on the logistics of the Resolution needed to vacate an alley that contains infrastructure.
7. **Adrian Residents; Concern about tickets vs warnings:** concern was expressed regarding warnings being given out instead of tickets by the Police Department, referencing a particular incident. Resident stated the city is missing out on the revenue we would get from tickets issued, stating we would get 1/3 of the revenue from tickets issued. Councilmember Kunkel asked if residents are calling it in when these incidents are happening? It was stated the incident discussed earlier was called in that same evening. As Officer Kane was called out to an emergency during this discussion, Mayor Edwards updated Officer Kane about the concerns upon her return. Officer Kane indicated there were no further issues with the residents involved in the incident discussed. Mayor Edwards will follow up with Chief Langseth.

- 8. Consent Agenda:** Motion made by Kellen, second by Von Holtum, carried 4/0 to approve the City Finances, Minutes, and Permits/Licenses.

Finance

Accounts Payable; June 2023

Motion includes approval of Adrian State Bank ‘corporate authorization resolution’ listing office staff as “Agents” with powers granted as listed in said resolution.

Minutes

Council – 5/22/23 Regular

Park – 6/12/2023

Ambulance – 06/12/2023

Fire Relief Association – Quarterly meetings

Fire – 06/07/2023

PUC – 06/13/2023

HRA – 06/14/2023

Permits / Licenses

Zoning:

1. Jacob Janisch/Andrea Baumgartner; 509 Maine Ave – sidewalk and steps
2. Ron Lonneman; 828 Oklahoma South – moved location of home from original application
3. Jon Thier; 509 Delaware Ave – Addition to shed

ATV

1. Diego Zebe; 646 Kentucky Ave

Golf Cart:

1. Daniel Lichter; 517 Arkansas Ave
2. Mel Kroon; 512 W 5th Street; replaced golf cart

Request for Use:

1. Adrian Town & Country; use of North 4 bays of Fire Hall & East Third Str between Maine and Nevada Ave for food stand and duck race raffle; Saturday 7/22 from 8 a.m. to 11 p.m.
Lower Park; Saturday 7/22 from 9:00 a.m. to 2:00 p.m. for inflatables, vendor fair and related Christmas in July activities
Ribs & Rims; same request as in June – the only change is the kiddie tractor pull will be held on the street South of Sports Page rather than the alley, offers a shaded area.

On-Sale, Off Premises Liquor License Application(s):

1. Sports Page Bar and Grill
2. Big Orvs

LG220 Application for Exempt Permit

1. St Adrian Catholic Church; Raffle to be held 9-17-23 at St. Adrian Church

- 9. Vehicle Replacement:** No quotes received to date.

10. 2023 Seal Coat Project:

2023 Seal Coat Project quotes received were opened at 10:00 am on Thursday, May 25th. DGR tabulated the quotes and ASTECH was the lowest quote. DGR has reached out to ASTECH to find out what their start date would be. Motion by Von Holtum, second by Kunkel to accept the bid received by ASTECH for the 2023 Seal Coat Project. 4/0

11. 2021/2022 Street Project:

DGR has sent final documents for approval and final payment to Henning Construction. Motion by Kellen, second by Kunkel to send final payment to Henning Construction for the 2021/2022 Street Project. 4/0

12. Garbage Charge/Mosquito Spraying:

Spring Cleanup (Junk week) and Mosquito Control costs remain below the current revenues for same (GC/MS) on the utility billing, staff recommends no increase in the current \$3 fee. Motion by Kunkel, second by Von Holtum for no increase in the current \$3 fee. 4/0

13. Suedkamp Addition Easements, moving of streetlight wire:

Streetlight wire: City Council referred to the PUC minutes of June 13th's discussion on the logistics of the street light wire in the original easement area of the Suedkamp Addition, which now lies in the middle of the three lots owned by one resident. After discussion, Motion by Von Holtum, second by Kunkel that the relocation of the streetlight wire is not the responsibility of property owner. 4/0
Easement on the Property Line in Lot 9, Block 2; As Ron/Leah Lonneman purchased additional lots from a private property owner, they now own the south 50' of lot 8, all of 9 and all of lot 10, said easement now falls in the center of the property he owns. Consensus of the Council that Lonneman consult, and work with, the City attorney on vacating the easement. Noted previous requests are at the expense of the requestor.

14. Resolution #646-2023:

Motion by Kellen, second by Kunkel to adopt Resolution #646-2023 Accepting Donations to the City of Adrian. 4/0

15. Zoning Ordinance:

After board consideration and discussion, consensus is that the zoning ordinance is ready for Public Hearing. A Public Hearing for this ordinance will be set for July.

16. Staff;

Public Works Positions were offered to and accepted by Tyler Brunk (start date 7/03/2023) and Michael Rodenberg (start date 7/10/2023). Tyrel Recker has taken and passed the Wastewater Certification class. Motion by Von Holtum, second by Kellen to increase Recker's wage accordingly, retroactive to May 30th and approve the hiring of Brunk and Rodenberg, noted Rodenberg has his CDL certification, both with five days' vacation. 4/0

17. Community Concerns;

Length of weeds on a resident's vacant lot. Prior to the meeting, Langseth indicated to office staff that a letter was posted on the door of lot's owner indicating the issue needed to be rectified in 48 hours along with a notice of an unlicensed vehicle. If the weeds are not taken care of by Friday, 6/30/2023, the city can take care of them and assess the fee. The property owners have one month to take care of the unlicensed vehicle. Councilmembers questioned what the owners' intended use is for the property, or if anyone has asked them the intended use? Officer Kane said she does not believe so. Council requests to be updated on the property.

18. Staff Reports

▪ **Police**

Golf Cart Plate/Stickers: Officer Kane stated Chief Langseth has indicated he wants to check with Van Ede for cost. The Council requested quotes.

Wage Study: Councilmember Kellen questioned the status of part-time law enforcement position. Kellen asked when a review of pay was completed for all employees. Boltjes informed the council a market study was completed in 2004, an overall average, new wage chart was completed in 2017. Platt was instructed to contact the League of MN Cities or competitors for employment and see what we are facing in terms of employees by October 1, 2023.

▪ **Administration/Community Development**

HRA vs EDA: CEDA will be coming to the next HRA meeting to present all the options that would be available regarding Economic Development.

Pool: Platt stated we are waiting for quotes from MC & R Pools to come back on pressure testing. The Park Board would like to move forward with using Burbach Aquatics, Inc for Phase 1, Step 2.

Tile at Post Office: Estimate received on the post office flooring, once the material is available. Motion by Kunkel, second by Kellen to move forward with the post office flooring. 4/0

Juneteenth: Is now a legal holiday declared starting 2023. No public business or meetings can be held.

Covenants for Suedkamp Addition: Platt stated letters have been sent to each property owner, updating on the status of the covenant signatures.

19. Past/Other Business:

Suedkamp Lot: Boltjes stated a current homeowner is interested in purchasing the bare lot next to them. The covenants say they must build within twelve months. Consensus of the board to table discussion until July meeting to give time for covenant status.

PW Red Pickup: The frame is rusted through and would like to get rid of it. Consensus of the board to list in the local paper as salvage only and take sealed quotes. K Kane has the authority to accept the sealed quote for the pickup.

20. Upcoming City Council Meeting:

By consensus, the Council acknowledged Monday, July 24, 2023 at 7:00 PM, within the Council Chambers of the Adrian Government Center, as their next Regular Meeting date, time, and location.

21. Adjournment: Meeting adjourned at 9:28 p.m. Motion made by Kellen, second by Von Holtum. 4/0.