



Regular City Council Meeting
Tuesday, July 24, 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: Dylan Carlberg (arrived 7:11pm), Steve Kellen, Tracy Kunkel, Dean Von Holtum and David Edwards

Department Heads: City Administrator/ Clerk- Sheri Platt, Crew Leader- Kendal Kane (arrived at 7:20pm)

Staff: Deputy Clerk- Rita Boltjes, Community Assistant – Sarah Lenz, Police Chief Shawn Langseth

Guests: Residents - Merlyn Inglett, David & ~~Ron~~ Van Horsen (*correction – Steve Van Horsen*), Fire Dept – Dallas Sieve, Tyler Sieve, Ben Manigold, Ryan Henning, and Brett Jackson

4. **7:00 - Public Hearing for Land Use Regulation ‘Zoning’**

- a) Call to Order
- b) Purpose; City Code Chapter 11, Zoning Ordinances; removing sections 11.01 through 11.14, revising & updating the sections.
- c) Public Input - hearing no input from the public, public input portion of the hearing closed
- d) Council Action – Motion by Von Holtum, second by Kellen to adopt Ordinance #99, 2nd Series – Land Use Regulation ‘Zoning.’ 5/0
- e) Adjourn Public Hearing - Motion by Von Holtum, second by Kunkel to adjourn the Public Hearing for Land Use Regulation ‘Zoning.’ 5/0

5. **Consent Agenda:** Motion made by Kunkel, second by Carlberg, carried 4/0 to approve the City Finances, Minutes, and Permits/Licenses with Kellen abstaining.

Finance

Accounts Payable; July 2023

Minutes

Council – 6/27/23 Regular

Park – 7/17/2023

Ambulance – 7/10/2023

Fire Relief Association – Quarterly meetings

Fire – 7/05/2023

PUC – 7/18/2023

HRA – 7/19/2023

Permits / Licenses

Zoning:

1. Ryan Kruger; 209 E 6th St – Patio
2. Steve Van Horsen; 105 6th St E – Driveway widening and extension
3. Glen & Lila Erlandson; 508 County Road 35 East – New home
4. St Adrian Church; 520 Maine; Replace portions of sidewalk and one approach
5. Blake Rogers; 216 6th St W; Storage Shed
6. Lauren Wright; 205 Oklahoma Ave; Replace Sidewalk
7. Sailor Equipment; 8 Maine Ave; Reside, Remove Damaged Parts, Cover Entryways, Add Cement

Moving:

1. Blake Rogers; moving shed from 310 W Pearl Str to 216 W 6th Str

Temporary On Sale Liquor:

1. Adrian Community United: August 12, 2023, Fun run that will be located on lots behind City Hall

6. 2023 Seal Coat Project:

The 2021/2022 Str Project is wrapped up and the remaining construction funds were transferred to the Bond Fund for future bond payments and to the ER Street Seal coat fund to reimburse engineering costs expended from that fund for the 21/22 Project and to help fund future, annual seal coat projects. The funds available for the seal coat project were noted as more than the quote for same. The original seal coat improvement map had Oklahoma Ave as part of the 2023 project, however due to the conditions of streets and size of Oklahoma Ave, that street was removed, and Pennsylvania Ave was included in 2023. The side streets of Pennsylvania were not included in the quoting process. With the money available in the ER Street fund and adding those side streets would still allow some funds available for the 2024 seal coat project, motion by Von Holtum, second by Carlberg authorizing a change order adding the side streets to the 2023 seal coat project. 5/0

7. Fire Department:

The council reviewed the financial synopsis they received in the city council agenda packet. The Mayor discussed with the council that he attended the PUC meeting and asked if they are open to a special meeting to discuss funding for the pumper truck. Per Ryan Henning, the truck they told the council about at the June council meeting has since sold and the truck that is now available is at a higher cost. With the shelving needed, the final tally of the truck would be still more. Motion by Von Holtum, second by Carlberg to approve the purchase of the pumper truck from Heiman Fire; Dealer Rosenbauer SD. 5/0 Platt will schedule a special council and PUC meeting to discuss funding.

8. Vehicle Replacement: (*Kane arrived during discussion of vehicle replacement*)

The council compared the quotes provided from Jaycox Powersports and Van's Power Center for ATV's. Kane explained the difference between a shaft and a belt being that if something went wrong with a shaft, we would have to send it off for repair, whereas, if something went wrong with a belt it would be able to be repaired onsite. Motion by Kellen, second by Carlberg to approve the purchase of the can am defender limited with a hydraulic swing snowplow from Jaycox Powersports. 5/0

9. City Budget; Year 2024:

Department heads have received copies of their 2024 budget work papers with a return date of August 18th. A rough draft budget should be available at the August meeting.

10. Community Concerns:

213 Connecticut Ave; Junk Behind Arkansas Ave residence: Langseth has been working with the property owner to get the property cleaned up.

201 Indiana Ave; Sidewalks: Questioning that they were made to replace their sidewalk while others were allowed to remove them. Boltjes noted that all residents who come to City Hall wanting to remove their sidewalks are told they must remain unless they attend a city council meeting and are granted permission by the council to remove them. At some point between 2013 and 2016 this resident was in City Hall asking about removing his sidewalk, he was informed of the protocol, and it was pointed out that he is within a two-block radius of the school. They did not attend a meeting, but rather replaced their sidewalk.

201 Indiana Ave; Lawn mower blade hit rock in yard: It is the consensus of the council that the city is not responsible for the rocks that are in the yards of residents.

320 Oklahoma Ave; 'Slow, Children at Play' signs around elementary and Stop Sign at Nevada/4th:

Motion by Von Holtum, second by Carlberg to approve as many 'Children at Play' signs as Langseth/Kane deem necessary, and the 'Stop Sign' requested for the intersection at Nevada & 4th. 5/0

11. Staff Reports

▪ Police

New Office: Will try to be moved in by the end of the week. Langseth will be contacting the newspaper to put information in about the move so the community will be aware. The pharmacy drop box located at the EMS building will be moving to the government building as it needs to be supervised.

▪ Administration/Community Development

2021-22 Street Project Legal Matter: No change currently.

Covenants for Suedkamp Addition: There are several residents in the Suedkamp addition that will not be signing the covenants. Platt is working with the attorney and the League of Minnesota Cities to find the best option to move forward. Platt is working with the attorney on this.

12. Past/Other Business:

City Council Meeting Format: Discussion was held regarding the format of meetings in the future. It is the consensus of the council that residents in attendance and not on the agenda will be heard with a 5-minute time limit. If residents want or need more time, they will be asked to be put on the agenda for the following month.

Street Sweeper: The street sweeper is in need of repairs. The street sweeper is budgeted to be replaced in 2026. Kane estimates the cost of a new street sweeper to be around \$350,000 for new, used \$130,000. Consensus of the council for Kane to get a quote for the cost of repairs to present at the August council meeting.

Fire Hydrant: Kane stated that the fire hydrant on the corner of Maine and Rice St has been repaired. It is short and is in need of an extension piece.

Jetter: The PUC declared the jetter as excess property and Kane would like permission to sell it. Motion by Von Holtum, second by Carlberg to declare the jetter as excess property. 5/0 Langseth will list the jetter on Minn bid.

13. Upcoming City Council Meeting:

By consensus, the Council acknowledged Monday, August 28, 2023, at 7:00 PM, within the Council Chambers of the Adrian Government Center, as their next Regular Meeting date, time, and location.

14. Adjournment: Meeting adjourned at 8:16 p.m. Motion made by Kunkel, second by Von Holtum. 5/0.