



**Regular City Council Meeting
Monday, July 25th, 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: Joe Hornstein, Dean VonHoltum, John Faber, Tracy Kunkel, and Ron Lonneman.
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 and Residents Merlyn Inglett, Gary Henning, and Eileen Henning. Adrian Ambulance president Sarah Lenz.
4. **7:00- Public Hearings for Tax Abatement Request**
Mayor Faber called the public hearing to order at 7:00 p.m.
Nobles Home Initiative;
Tannar & Katie Heronimus; Home & attached garage at 215 6th Str East. Request a 5-year tax abatement on the dwelling as part of the Nobles County initiative to increase housing. Motion to approve Resolution #627-2022 was made by VonHoltum, second Kunkel.
Motion to adjourn public hearing at 7:04 p.m. made by Lonneman, second VonHoltum. 5/0.
5. **Consent Agenda:** Motion made by VonHoltum, second by Kunkel, motion carried 5/0 to approve the City Finances, Minutes and Permits/Licenses.
Finance
Accounts Payable; July 2022
City Finances; June 2022 (PUC 6/2022)
Parr-McKnight; Fire Relief Account Balance – June 2022
Minutes
Approved:
Council – 6/27/2022
Park – 7/18/2022
Ambulance – 7/11/2022
Fire Relief Association – Quarterly meetings
Fire – 7/6/2022
PUC – 7/19/2022
HRA- 7/20/2022
Permits / Licenses
Zoning:
 1. Chad Loosbrock; 401 Louisiana Ave- replace sidewalk, cement pad.
 2. Derek Swenson; 500 Maine Ave- concrete patio
 3. Paula Goedken; 611 Nevada Ave- replace driveway & sidewalk
 4. Roberta Wieneke; 209 W 5th Str- replace steps
 5. Tony Parsley; 517 Maine Ave- replace driveway, portion of sidewalk
 6. Wes Henriksen; 28 Oklahoma Ave- breezeway, driveway, sidewalk
 7. William Heille; 620 Kentucky Ave- decorative fence

6. Community Concerns:

- 105 6th Street East- requests curb between driveway located at this address and driveway for property directly west be painted yellow designating it as no parking due to inadequate space for parking a vehicle. Motion to approve painting the curb yellow was made by Lonneman, second Von Holtum. 5/0

7. City Budget; Year 2023

- Boltjes is asking for direction from council on the budget. J. Wolf explained that she will be doing a budget committee this year and will get that information to Boltjes.

8. Staff Reports:

Police:

Langseth stated with the purchase of the new squad car it took most of their equipment revolving funds. Faber stated Adrian Town and Country members commented on how good Langseth and Kane did for the celebration weekend.

Administration/ Community Development:

Line Truck- City staff received a verbal offer from a local resident for purchase of the 1991 Chevy Bucket Truck that was declared surplus at the June City Council meeting. It was decided to place the truck on the MN Bid site rather than sell it our self.

MRES Agreement- The Public Utilities Commission voted to move forward with the Agreement with Missouri River Energy Services, to have a lineman (from the Luverne crew) in Adrian for two days a week to work on projects and maintenance of the electrical utility. This is a continuous renewable 30-day Agreement. The PUC also directed staff to advertise for a lineman position to be hired by the City of Adrian. The arrangement with MRES will remain in place until the position is filled.

City- Owned Property- A compiled list of all City-owned properties is included in the packet for discussion at the meeting, as requested. It was stated the commercial properties on the Northeast side should be put up for sale. Wolf stated she is working with DGR on parceling the property out for sales.

Budget Committee- As budget preparation begins, a budget committee will be formed for each City Board. The Committee will consist of two Board members, the Council liaison, Rita, Jill, and other staff in relation to the Department.

Honermann Wetland- Tennessee Avenue: City Staff have been working with property owner, Roy Honermann, on obtaining information and ensuring proper permitting on the wetland restoration project on Tennessee Avenue. Legal council advised that per City Code, a permit is not required for wetland restoration, but would be issued for the future construction of the home.

Addendum to Street Project- Patching- An addendum was made to the Louisiana Avenue Street project to include patchwork in other areas of town. The map showing the locations of patchwork are included in the packet. City staff will excavate and prepare the patches for Dunnick to asphalt. The addition of patchwork will be an additional cost of the total project.

SWIF ED Donation- Southwest Initiative Foundation is once again asking for an annual donation of \$200 from the City of Adrian for Economic Development initiatives they offer. A donation in the same amount was given in 2021. Council agreed to the donation.

Campground Policies- As advised by legal counsel, City staff have drafted a set of Adrian Municipal Campground Policies and acknowledgement of Camper consent. The Park Board adopted the policies at the July meeting. The policies are included in this packet for Council review.

Economic Development- Research is currently being completed to evaluate and develop plans and funds to meet the community needs for daycare and groceries.

9. Website Quote- M. Wolf presented the new pricing from Gov Office for a update to the City website. Motion to approve the upgrade was made by Kunkel, second Hornstein. 5/0.

10. Storm Sewer Improvement- Engineer's estimates were presented. It was decided to table until the next meeting to have a better idea of what the Louisiana project will be costing. J. Wolf will line up a meeting with the Engineer's and Gary Henning as there are concerns about the plan to fix the storm sewer on his property with the amount of water that comes through that area.

11. AT&T Site Lease- It was decided to keep AT&T matching with other vendors on the water tower and to increase by 15% every 5 years. Motion was made by Lonneman, second Kunkel. 5/0.

12. Other Business

- Adrian ISD 511 Zoning Permit application; 605 W Sixth Street- concession stand @ football field. Council discussed the placement of the new concession stand. It will replace the existing ticket booth but will be larger. There is a variance hearing needed and will be at the next month's meeting. Council stated they were okay with the variance as long as property owners around the property were okay with the variance.

13. Upcoming City Council Meetings: By consensus, the Council acknowledged Monday, August 22nd, 2022 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 8:14 p.m. Motion made by Kunkel, second Lonneman. 5/0.