



Regular City Council Meeting
Monday, August 29, 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: Dean VonHoltum, John Faber, Tracy Kunkel, and Ron Lonneman. Joe Hornstein was absent.
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, Diane Lutmer, Joan Pater, Gary Henning, Eileen Henning, Joe and Marcie Mauch, Steve Kellen, Rose and Jerry Henning, Orv Green, Jason and Shauna Tweet, Joy and Larry Foster, Karen and Rick Bullerman, LaVonne and Darrel Bergland, Todd Recker, Ann Bullerman, Jill Lehnoff, Kevin Harberts, and Heather Kruse. School District Representatives- Cate Koehne, Molly Schilling, David Bullerman, and Bobby Kunkel. AHS Students- Hali Bullerman, Madeline Wagner, Taya Elias, Makenna Olson, Olivia Lehnoff, Kamry Lehnhoff, and Charlee Lehnhoff.
4. **7:00- Public Hearings for Variance Petition for Zoning Permit**
Mayor Faber called the public hearing to order at 7:00 p.m.
Nobles Home Initiative;
Adrian Public School: athletic field property located at 605 West 6th Street- construct a 24x50 combination restroom & concession building on the North end of the property, which is South of West 6th Street. The construction is to be seventeen and one half (17.5) feet from the West 6th Street Street right of way. Motion to approve the variance was made by Kunkel, VonHoltum. 4/0.
Motion to adjourn public hearing at 7:04 p.m. made by VonHoltum, second Lonneman. 4/0.
5. **Adrian High School Student Council**
Drive anything to school event September 14th. Taya Elias and Makenna Olson explained to the council they would like permission for bikes, tractors, ATV's, ect to be parked on the city streets in the parking spots north of the high school. Motion to approve the students driving anything besides a car to school was made by Kunkel, second VonHoltum. 4/0.
6. **Adrian High School Parking Solution**
Molly Schilling from District 511 addressed the council. Molly addressed some concerns she had about comments made a previous meeting. School security and the school having parking issues not the city. There was a discussion about the reasons the school needs to continue to have the security measures at the school to keep our school safe, tax dollars spent on street improvements not only by the residents of Adrian but also the school district, fire lanes around the school, students being leaders of our community someday but being shown they are not welcome or appreciated, visitors comments about no parking signs, and students not respecting resident property. It was stated this was not a problem ten years ago which was addressed that school security has changed tremendously over the last ten years. In the past the school was also allowed to cover the no parking signs during events at the school which then led to the signs saying no parking from 8 am to 3 pm. Residents asked council if you start putting up these signs at what point are you going to stop allowing signs like these in the town. Every resident pays tax dollars to use the public streets. A plan was decided on for the parking and the city public works department will paint parking lines around the school so students know where they can park. There will also be signs placed that will be a 10 to 15 minutes parking only to help keep some congestion out of that area. It was stated that if residents are having problems with parking to contact Langseth so a ticket

can be given. Motion to move forward with the parking plan was made by Kunkel, second VonHoltum. 4/0.

- 7. Consent Agenda:** Motion made by Lonneman, second by VonHoltum, motion carried 4/0 to approve the City Finances, Minutes and Permits/Licenses.

Finance

Accounts Payable; August 2022
City Finances; July 2022 (PUC 7/2022)
Parr-McKnight; Fire Relief Account Balance – July 2022

Minutes

Approved:

Council – 7/25/2022

Park – 8/15/2022 Kunkel asked if the pool liner was still scheduled for September. Wolf stated yes as of right now it is on schedule.

Ambulance – 8/1/2022

Fire Relief Association – Quarterly meetings

Fire – 8/3/2022

PUC – 8/16/2022

HRA- 8/17/2022 There has been a purchase agreement signed for the grocery store.

Permits / Licenses

Zoning:

1. Adrian School District #511; Athletic Field 605 W 6th St- concession/restroom building
2. Dallas Sieve; 310 E 8th St- sidewalk
3. Tanya Bullerman; 215 E 7th St- deck
4. Scott Olson; 28 Oklahoma Ave- storage building/shop for tree service
5. Scott Olson; 28 Oklahoma Ave- storage building- waiting for approval after some other approvals due to power lines above the area.
6. Alan Cox; 204 Pennsylvania Ave- unattached garage or storage shed.

Golf Cart;

1. John Mauch; 501 Pennsylvania Ave

8. Community Concerns:

- o Camper at 400 W 2nd Street- Shawn has spoke with the homeowner and will continue to follow up with them.
- o 500 Kentucky Ave- School Parking
- o Kunkel asked if a notes section could be made on the back of the community concerns to add notes as to how things are being handled.

9. MMUA Safety Program

- o 2022/23 cost has an increase of 22%. This fee is paid quarterly and is shared with the PUC. Motion to approve the increase made by Kunkel, second VonHoltum. 4/0.

10. City Budget; Year 2023

- o Preliminary rough draft for the 2023 budget. It was decided to have a special meeting in September for the budget.

11. 2021/2022 Street Project- Project total Cost

- o Henning addressed the council on research he has done on assessments. In 2016 the Supreme Court passed that street sweeping, lighting, seal coating, and mill and overlay could not be assessed to residents. Henning believed the only way the assessment can be given to residents is if a special benefit for improvement was given to the resident, the property is worth more than the assessment, and all classes have to be treated the same. Henning asked what special benefit the council considered the residents gaining. Faber stated the city would do more research and get back to the residents.

12. Staff Reports:

Police:

Langseth stated tickets and warnings given out did not come from parking around the school.

Administration/ Community Development:

Street Project & Assessments: Work is being completed on Louisiana Avenue. Dunnick Construction is planning to asphalt and finalize the finishing work in the next week. The city crew is preparing sites for patchwork and asphalt. Much Concrete is the sub-contractor completing the cement work at various locations. They are anticipating completing all concrete work by September 3rd. Henning Construction is the general contractor for the project and will finalize all costs and is planning to submit them the first week of September, if all goes as planned. Wolf is working with Gary Kurth to finalize the actual costs and prepare the proposed assessments for an Assessment Hearing in September. Our goal is to have the assessments sent to the County for the 2023 taxes.

Storm Sewer Extensions & Repairs: Kevin Ranney, DGR, met with property owners to reevaluate and develop a new plan for the 7th Street East & Pennsylvania Avenue extension. The updated cost opinion is included in this packet. The Engineer's Estimated Total Project Cost was reviewed. Under the US Department of Treasury's American Recovery Program Act funds, the City of Adrian is receiving an allocation over three years, for projects to be completed by 2025. Nobles County Commissioners have implemented a Nobles County Subsidy Allocation for Capital Infrastructure Project Assistance. The City of Adrian was allocated funds from the County to use toward capital-infrastructure projects (plans must be submitted by 12/31/2023 and project completion by 12/31/2024). An eligible expense for the ARPA funds includes investments in water, sewer, and broadband infrastructure. Under the Environmental Protection Agency's Clean Water State RLF, eligible projects include stormwater systems. The total amount of funds (both ARPA and Nobles County Allocation) was reviewed. We are asking Council approval to bid the Storm Sewer Project, as prepared by DGR, and apply it to utilize the ARPA and Nobles County- Capital Infrastructure Allocation. Motion to move forward with bidding and fix storm sewers was made by VonHoltum, second Kunkel. 3/0. Lonneman abstained.

Silversmith Training- City staff will be participating in on-site training for the Silversmith Data Management System. All staff will receive access to use the program and cross-connect on Data and Asset Management.

LMCIT Loss Control: Troy Walsh, LMCIT Loss Control Consultant, did a site visit to the City of Adrian. The consultation and site visit are required annually and provide recommendations to help guide risk management efforts. The consultation included an overview of the City's work comp insurance claims from 2016-2021. There was a total of 4 claims submitted during the time period, 3 Electric and 1 Ambulance. 85% of the claims were sprains/strains and 15% were laceration/cuts. Suggestions were given.

Coalition of Greater MN Cities: The CGMC is a partnership organization with the League of MN Cities and specifically represents only Minnesota cities outside of the metro area. CGMC is a nonprofit, nonpartisan organization that advocated and lobbies for issues relating to greater Minnesota Cities such as, LGA and Property Tax Relief, Environmental & Energy, Economic Development, Transportation, Annexation & Land Use and Labor & Employee Relations. It provides staff and elected official training and serves as a liaison and information source. The dues are based on population of municipality and the annual fee for Adrian is \$796.

13. Storm Sewer Improvement- Notes in the Administration/Community Development section. Motion was made by Kunkel to approve County Resolution 202248, second VonHoltum. 3/0. Lonneman abstained.

14. Coalition of Greater MN Cities membership- Notes in the Administration/ Community Development section. Motion to approve Resolution #628-2022 was made by VonHoltum, second Lonneman. 4/0.

15. Other Business

- Ambulance Retirement Match (Cooper Sam's) and full-time EMT- will be discussed at the Special meeting in September for the budget.

- Joe and Marcie Mauch; 101 E 9th St- Bringing a windmill into town as yard decoration. Will be cutting it down and will make it look good with the house. Wolf explained she has discussed this with the city attorney, and this is considered yard décor and there are no permits or approval needed.
- Langseth stated he had been approached about the weeds around his home on the city's property. Kane explained when city crews tried to go in to spray it was too wet. They will be cutting it soon. The grass seed is already purchased for that area.
- Tweet asked about lines that are sitting on Carl's Farm Store's property by the railroad tracks. Kane stated a lineman from MRES will be in town tomorrow and they will work on getting that taken care of.

16. Upcoming City Council Meetings: By consensus, the Council acknowledged Monday, September 26th, 2022 at 7:00 PM, within the Council Chambers of the Adrian Government Center, as their next Regular Meeting date, time, and location.

17. Adjournment: Meeting adjourned at 8:37 p.m. Motion made by VonHoltum, second Lonneman. 4/0.