



Regular City Council Meeting
Monday, September 25, 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, Steve Kellen, Tracy Kunkel, Dean Von Holtum and David Edwards

Department Heads: City Administrator/ Clerk- Sheri Platt, Crew Leader- Kendal Kane

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

Guests: Residents - Nobles County Review representative - Deb Kroon, Merlyn Inglett

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

Finance

Accounts Payable; September 2023

City Finances; August 2023

Parr-McKnight; Fire Relief Balance; August 2023

Minutes

Council – 8/28/23 Regular, 9/20/23 Special

Park – 9/18/23

Ambulance – 9/11/23

Fire Relief Association – Quarterly meetings

Fire – 9/06/23

PUC – 9/19/23

HRA – 9/20/23

Permits / Licenses

Zoning:

1. Diane Bents; 4 Oklahoma Ave – Replace 2 Decks
2. Frances Erpelding; 623 Pennsylvania Ave – Replace Deck

Golf Cart:

1. Linda Wagner; 608 Pennsylvania Ave

Request for Use:

1. Adrian Community United; Location at the campground and walking path west of the campground. Date & time October 21, 2023 from 3pm-11:30pm.

5. **MMUA Safety Program Contract:**

There will be a 5% increase on the 15-month contract dated October 1, 2023 - December 31, 2024. This will be paid 50% City, 50% PUC. Motion by Von Holtum, second by Kunkel to approve the increase and 15-month contract dated October 1, 2023 - December 31, 2024. 5/0

6. **Minnesota Healthcare Consortium Renewal:**

There will be a 6.30% plan adjustment for the Minnesota Healthcare Consortium Renewal. These rates will be for 1/1/2024 through 12/31/2024. Motion by Kunkel, second by Von Holtum to approve the 6.30% plan adjustment for Minnesota Healthcare Consortium Renewal, 1/1/2024 through 12/31/2024. 5/0

7. Compensation Study/Market Analysis:

Council members reviewed the list suggested by DDA for benchmark comparable communities. Consensus of the council members to add Heron Lake, Brewster, and Fulda to the list of comparable communities. Platt was asked how long it would take to DDA to gather the information and she said DDA has been working on gathering the information with the current list so it should be put together within the next couple of weeks.

8. Ordinance No 101, 2nd Series

Ordinance No 101, 2nd Series: After discussion and review of Chapter 10 Animals and Fowl – Keeping, Transporting, Treatment, Housing Guidelines, motion by Von Holtum, second by Kellen to adopt into ordinance Section 10.21, Animals and Fowl – Keeping, Transporting, Treatment, Housing Guidelines. 5/0

9. School Grow Shed:

Discussion about the grow shed on city property near the school. The school got a grant for a grow shed and currently has no running water. In the years past, the city has filled the tank for the school. Question proposed if we want to have the city employees bring water to the shed or have the school fill their tank with water? Consensus of the council to find out the cost of a frost-free hydrant, the labor to install the hydrant and for Platt to discuss with the school paying 50% of the cost prior to the next city council meeting. Until the next city council meeting, Public Works staff will get water to the grow shed for the school.

10. 2024 City Budget & Corresponding Levy

Notes for the 2024 Budget as directed at the 9-20-23 special meeting.

- The overall levy was increased by 15.13% making the General Fund deficit \$34,878
- Draft Resolution #649 – which establishes the Preliminary Levy and sets the Public Input Meeting Date

The Public Input Meeting (TNT) must be held after November 24th & no later than December 28th, after 6 p.m. The regular December City Council meeting will be held on the **third** Monday (18th) due to the Christmas Holiday, we will need a quorum. The final levy must be certified to the County Auditor by December 27th.

Motion by Von Holtum, second by Kunkel to approve Resolution #649, which establishes the Preliminary Levy set at 15.13% making the general fund deficit \$34,878 and sets the Public Input Meeting Date as December 18, 2023 at 7:00 p.m. 5/0

11. Staff Reports:

▪ Police:

Golf Cart Permit: The cost of a 4x7 or 3x6 license plate and a sticker were discussed. Langseth said LE has no preference between the license plate or sticker, but he has asked a few golf cart owners their preference and they have said a sticker is their preference. Consensus of the council to adopt an Updated License Fee of \$10.00 for replacement golf cart permit stickers. Those who currently have a golf cart permit will not be assessed a fee for a sticker but will be told about the fee for the updated license cost of \$10.00 should they need a replacement sticker in the future.

Charging Station in Squad: Langseth will be checking with a different company (other than watchguard) for the charging station.

Warning Siren: Langseth looked into the cost of warning sirens and found them to be anywhere from \$3,000 to \$30,000. Mayor Edwards asked that an audiometer be used to check the decimal level readings for our current warning sirens. Council member Kunkel asked that we check with County Administrator Bruce Heitkamp to see if he has information about safety standards regarding placement of warning sirens.

▪ Administration/Community Development:

2021-22 Street Project Legal Matter: The city attorney said he had a call with the property owner's attorney. They are still working on tracking down an appraiser.

12. Past/Other Business:

Adrian School Drive anything to school day: The school will notify the city of this day so that Police are aware that this day will happen each year.

MRES Meeting: Mayor Edwards attended the MRES Regional Policymakers Meeting and shared information learned from the meeting about scholarships and rate increases.

Ordinance Chapter 7: Mayor Edwards is currently working on changes to Ordinance Chapter 7 and sought input from Council members and Chief Langseth.

13. Upcoming City Council Meeting:

By consensus, the Council acknowledged Monday, October 23rd, 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 8:05 p.m. Motion made by Kunkel, second by Von Holtum. 5/0.