

MINUTES OF THE REGULAR MEETING OF
THE ADRIAN CITY COUNCIL HELD
IN THE COUNCIL CHAMBERS OF CITY HALL
MONDAY, OCTOBER 22, 2018

CALL TO ORDER: The Public Hearing and Regular Meeting was called to order by Mayor Faber at 7:00 P.M.

ROLL CALL: Roll call indicated the following present:

Councilmember's: John W. Faber, Tracy Kunkel, Joe Hornstein, Dean Von Holtum, and Ron Lonneman
Dept. Heads: Administrator/Clerk-Treasurer Bruce A. Heitkamp, Public Works Superintendent Adam Henning, and Police Chief Shawn Langseth
Staff: Deputy Clerk Rita Boltjes

CONSENT AGENDA: Motion by Kunkel, second by Lonneman, motion carried to approve the following consent agenda items. RCV 5-yes, 0-no

FINANCES; Accounts Payable/Pledge Securities: The above motion carried to approve any transfers as noted on the Monthly Financial Report along with claims paid; check #19994-#20011 and the ACH payables as listed on the City Council Accounts Payable Listing: Total Expenditures: \$86,847,39
Fire Relief Association Investments: Parr McKnight Wealth Mgmt. Statement; 9-30-18

MINUTES: The motion above also approves/acknowledges receipt of the following minutes/reports:

Council	9/24/18
Park	10/15/18
Ambulance	10/1/18
Fire	10/3/18
Police	9/18
PUC	10/22/18
HRA	10/17/18
Community Development	10/18

Ambulance; Service Rate Increases: Among other Ambulance items, and as approved with the consent agenda vote, the Councilmembers acknowledged Ambulance service rate increases; effective immediately.

Police; Speed Issues: Speed issues still persist and harvest traffic hasn't improved this issue. Langseth was asked to inform his staff of speed complaints in an effort to keep everyone safe.

Police; Part-Time Staff Hiring: The consent agenda vote also acknowledged the hire of part-time Patrol Officer Riley Verbrugge as an employee on the City of Adrian.

PERMITS/LICENSES: The previous motion, which carried to approve finances and minutes, also approves the permit/licenses, as submitted, contingent upon the Public Works Superintendent, Police Chief, and the ADA Inspector's approval, as necessary, and submission of all pertinent information and documents, as required: Zoning & Request for Use; City Street/Property. *It was stated that, one or both, zoning applications may require variance hearings for approval (pending Henning's review).*

ADRIAN SENIOR CENTER; Pending Move to the EMS Building (Kitchen Costs): Motion by Lonneman, second by Von Holtum, motion carried to accept a quote from Honermann Builders and to move forward with a potential move to relocate the Adrian Senior Center from the basement of the Slade Apartments to the Adrian EMS Building. As a part of the motion, Heitkamp was directed to deliver a New Construction Plan Review Application to the Minnesota Department of Health. Final construction costs and timelines will be dictated by that Plan's approval.

WORKER'S COMPENSATION INSURANCE; 2019 Renewal: Motion by Lonneman, second by Von Holtum, motion carried to approve the 2019 renewal of the City/PUC worker's compensation insurance coverage at the \$2,500.00 deductible option. The City and PUC will experience a 1.32% increase and are forecasted to spend an additional \$448.00 for worker's compensation insurance in 2019 by selecting the \$2,500.00 deductible option. RCV 5-yes, 0-no

2019 CITY BUDGET; Updated Budget Forecast: Boltjes and Heitkamp shared recent Budget updates to the preliminary copy of the 2019 City Budget. Budget modifications took place primarily within the Police Department (personnel costs). These were positive changes within the Budget; which is now in an "Excess from Operations" position.

Preliminary Budget; Council's Final Levy Goal: The Council discussed possible expense increases and their goal to manage the Final Levy for taxes payable 2019.

New Budgetary Expense; MnDOT 2020 Project - TH91 Turn-Lane and Sidewalk (10%) Expense: The City Council was notified that a MnDOT invoice for will be received in 2019. This expense is associated with required turn-lane and sidewalk expenses associated with the MnDOT Year 2020 Project (mill & overlay). Heitkamp shared a preliminary plan to use 2018 budgeted funds to pay for a portion of this 2019 invoice (transferring the remaining Park transfer funds into Equipment Revolving-Street). Additional information regarding this project's financing will be shared in November.

2019 City Budget; Continued:

Personnel Expenses; Cost of Living Allowance (2.7%), Step Increases for Merit, and Reduced (Employer) Health Insurance Pay Ratio:

Faber stated that he met with Public Utilities Commission (PUC) President David Edwards immediately after the 10/22/18 PUC meeting to discuss 2019 wage & benefit recommendations for the City Council. After discussion, and by consensus, the Council agreed to the PUC budgetary recommendations for 2019.

2018 GENERAL ELECTION–CANVASS VOTES; Friday, November 9, 2018 at 6:00 A.M.

Meeting: By consensus, the Council decided to canvass the local General Election results during a Special Meeting on Friday, November 9, 2018 at 6:00 AM. Faber directed staff to post this Special Meeting notice to the public.

MnDOT TRUNK HIGHWAY 91 (TH91) YEAR 2020 Project – COORDINATED SANITARY SEWER IMPROVEMENT EFFORT:

Heitkamp explained that MnDOT officials will allow sanitary-sewer improvements prior to the year 2020 mill & overlay of TH91. The preliminary details dictate that coordinated efforts be planned with the City/PUC acting as the official MnDOT applicants. Additional details are expected to be shared by MnDOT regarding the necessary holes in TH91. A public information meeting will likely be needed to share details with the residents whose sewer-lateral lines connect directly to the sanitary sewer main; found under and at the width midline of TH91.

NEXT REGULAR COUNCIL MEETING; Monday, November 26, 2018: The Council will convene on Monday, November 26, 2018 at 7:00 PM within the Adrian Government Center’s Council Chambers to hold the next Regular Meeting.

ADJOURNMENT: With no further business appearing, motion by Hornstein, second by Von Holtum, motion carried to adjourn the Regular Meeting at 7:39 P.M. RCV 5-yes, 0-no

/s/ Administrator/Clerk-Treasurer Bruce A. Heitkamp

/s/ Mayor John W. Faber