

MINUTES OF THE REGULAR MEETING  
OF THE ADRIAN CITY COUNCIL HELD  
IN THE COUNCIL CHAMBERS OF CITY  
HALL MONDAY, OCTOBER 23, 2017

**CALL TO ORDER:** The Regular Meeting was called to order by Mayor Faber at 5:00 P.M.

**ROLL CALL:** Roll call indicated the following present:

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

City Staff: Deputy Clerk-Treasurer Rita Boltjes

Guests: Adrian Park Board Member's Michele Bulau & Doug Kruse

**CONSENT AGENDA:** Motion by Lonneman, second by Von Holtum, motion carried to approve the following Consent Agenda items (finances, minutes, & permit/licenses). 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 #19190-19247 and the ACH payables as listed on the City Council Accounts Payable Listing: Total Expenditures: \$133,947.28

**Fire Relief Assn Investments:** Wells Fargo 9/30/17 Monthly Report

**MINUTES:** The motion, above, carried to approve/acknowledge receipt of the following minutes/reports:

Approved:

Council	9/25/17
Park	10/16/17
Ambulance	10/2/17
Fire	10/4/17
Police	9/17
Public Utilities Commission	10/17/17
HRA	10/11/17
Community Development	10/17

**HRA; Orderly Annexation of Olney Township Parcels:** Discussion regarding the orderly annexation of five (5) parcels within Olney Township commenced. Heitkamp explained timelines and statutory requirements that are required to complete the annexation process.

**HRA; Annexation by Ordinance of Westside Township Parcels:** The Office of Administrative Hearings (OAH) came to a decision concerning the annexation of four (4) parcels in Westside Township. The OAH is awaiting receipt of the Orderly Annexation documents prior to making that decision public.

**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 ADA Inspector Boltjes' approval, as necessary, and submission of all pertinent information and documents, as required: Zoning, Request for Use; City Street/Property, & Demolition

**ADRIAN PARK BOARD; Addition of Eleven (11) New Sites at the Adrian Municipal**

**Campground:** Bulau and Kruse represented the Adrian Park Board in their visit. The Board Members attended the meeting to request Council approval to add eleven (11) seasonal camp sites (proposed as "Purple" sites) to the Adrian Municipal Campground. The Adrian Park Board believed it was the appropriate time to install the sites on the south side of the Campground. Area construction projects during the upcoming summers will provide the demand to help reimburse the project's expenses. After discussion, motion by Kunkel, second by Von Holtum, motion carried to approve the addition of the eleven sites to the campground for the 2018 camping season. RCV 5-yes, 0-no

**Campground Maintenance:** Bulau and Kruse also believed the existing 2018 Park Budget could provide the required maintenance upgrades to the Campground's existing sites (and specifically the Blue sites). Concerns were shared about rotting site posts and leaky faucets.

**Renaming and Numbering of Camp Sites:** Henning stated that Blue sites 51-60 are across (north of) the roadway from the other Blue sites (1-50). Blue sites 51-60 are also seasonal sites (sites where people stay through the season). Blue sites 1-50 are daily/weekend sites. Therefore, the Park Board will rename the sites to make Blue sites 51-60 (now) into an additional ten (10) Green sites. The existing twenty (20) Green sites and the new Green sites will then be renumbered 1-30. This will completely differentiate the seasonal "colors" from the daily/weekend colors; thus minimizing confusion for Campground patrons.

**2018 BUDGET; Health Insurance Plans:** Motion by Lonneman, second by Kunkel, motion carried to authorize the existing \$1,000 deductible Comprehensive Major Medical health insurance plan and an alternate CDHP \$2,250/\$4,500 (non-embedded deductible, 100% coinsurance, Gen RX, no carry-over) insurance plan as the two health insurance options for employees in 2018. Additional discussion regarding funding ratios (employer/employee) were momentarily discussed. This item and other budgetary items will be further-discussed and acted upon during the Wednesday, November 29, 2017 Regular Meeting. RCV 5-yes, 0-no

**SUEDKAMP ADDITION; Reker Construction; Pay Request #3:** Motion by Hornstein, second by Lonneman, motion carried (pending further staff review) to approve Reker Construction's Pay Request #3 as prepared by DGR Engineer Gary Kurth. RCV 5-yes, 0-no

**Establishing Lot Prices & Sale Dates:** Mayor Faber and Councilmember Lonneman previously met to offer lot-price recommendations to their fellow Councilmembers. Discussion commenced regarding these prices and pending sale dates. After discussion, motion by Lonneman, second by Von Holtum, motion carried to proclaim the prices on the Suedkamp Addition's lots and to set sale dates between November 6, 2017 and November 9, 2017. RCV 5-yes, 0-no

**SMALL CITIES DEVELOPMENT PROGRAM (SCDP); Update:** Heitkamp offered the Council an update regarding the SCDP program. No additional applications have been received. Money cannot be used for commercial projects; only low-income housing projects. Southwest Minnesota Housing Partnership's Michele Clarke offered to set up workshops in Adrian to assist applicants and answer any questions. Heitkamp will schedule these visits with Clarke for November and December of 2017.

**NOBLES HOME INITIATIVE AND COMMERCIAL TAX ABATEMENT PROGRAMS;**

**November 29, 2017 Public Hearing:** As directed by Faber, Heitkamp will publish notice of the public hearing to introduce and to possibly accept an 2018-2021 extension of the Nobles Home Initiative tax abatement program and a new Commercial Tax Abatement program. The public hearing will be in conjunction with the Wednesday, November 29, 2017 Regular Meeting.

**RURAL SERVICE DISTRICT AND ADRIAN'S INCORPORATED AGRICULTURAL LAND:**

The Council reviewed statutory language regarding Rural Service Districts. Heitkamp explained that certain land within Adrian would be eligible for a Rural Service District classification. Other incorporated land with public infrastructure upon it could not be statutorily allowed for Rural Service District classification. Another means of reducing the taxes would be needed; if the Council would choose to do so.

**NOVEMBER REGULAR COUNCIL MEETING DATE; Notice for Wednesday, November 29, 2017 at 7:00 PM:** Discussion commenced regarding the date of the November Regular Council Meeting. After discussion, Faber directed Heitkamp to post notices for a Wednesday, November 29, 2017 Regular Meeting at 7:00 PM in the Council Chambers.

**ADJOURNMENT:** With no further business appearing, motion by Hornstein, second by Von Holtum, motion carried to adjourn the Regular Meeting at 6:00 P.M. RCV 5-yes, 0-no

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

/s/ Mayor John W. Faber