

MINUTES OF THE PUBLIC HEARING/REGULAR
MEETING OF THE ADRIAN CITY COUNCIL HELD
IN THE COUNCIL CHAMBERS OF CITY HALL
WEDNESDAY, NOVEMBER 29, 2017

CALL TO ORDER: The 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, 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: Resident Andrew Fodness

PUBLIC HEARING; Variance Request at 117 Oklahoma Avenue:

Call to Order: Mayor Faber called the public hearing to order at 7:00 PM

Hearing Purpose: The public hearing is required as Andrew & Laura Fodness are sharing their intent to construct a garage extension at their 117 Oklahoma Avenue home in Adrian. The garage extension is proposed to be built six (6') feet from the Second Avenue E. Right of Way. The construction does not meet the thirty (30') foot street setback requirement; as per City Code

Public Input: Fodness shared that he intended to construct a two-stall garage extension to the south side of his home. The only public correspondence pertaining this topic was a letter submitted by a neighbor who preferred to not see the extension being built closer to the street. After reviewing all of the input, motion by Hornstein, second by Von Holtum, motion carried to close the public-input portion of the meeting. RCV 5-yes, 0-no

City Council Decision: After discussion, motion by Hornstein, second by Von Holtum, motion carried to deny the variance request; as it was presented. As part of the motion, the hearing will be continued for Monday, December 18, 2017, and after the Budget Information Meeting, if an alternate construction plan is agreeable with Fodness and the concerned neighbor. RCV 5-yes, 0-no

Adjournment: Motion by Von Holtum, second by Lonneman, motion carried to adjourn the public hearing at 7:17 PM. RCV 5-yes, 0-no

PUBLIC HEARING; Residential & Commercial Tax-Abatement Programs:

Call to Order: Mayor Faber called the public hearing to order at 7:18 PM

Hearing Purpose: The public hearing is being held to offer information and to obtain public input regarding the continuation of the Nobles Home Initiative tax-abatement program from 2018 through 2022. The public hearing is also being used to offer information and to obtain public input regarding a potential commercial tax-abatement program.

Public Input: No members of the public were present for this public hearing. No correspondence, in any form, was received prior to the public hearing.

City Council Approval; Adoption of Resolution #540-2017: After discussion, motion by Von Holtum, second by Lonneman, motion carried to adopt Resolution #540-2017; which approves the continuation of the Nobles Home Initiative from January 1, 2018 through December 31, 2022. The Resolution also offers general support for a commercial tax abatement program in Adrian. RCV 5-yes, 0-no

Adjournment: Motion by Von Holtum, second by Lonneman, motion carried to adjourn the public hearing at 7:22 PM. RCV 5-yes, 0-no

ANNEXATION; Adrian & Olney Township Orderly Annexation (Resolution #541-2017): Motion by Lonneman, second by Von Holtum, motion carried to adopt Resolution#541-2017 entitled, "A Joint Resolution Authorizing the Orderly Annexation of Privately-Owned Properties from Olney Township into the City of Adrian." The motion also acknowledges today's signatures by Faber & Heitkamp. The following properties are proposed for annexation after approval by the Office of Administrative Hearings:

- Parcel 14-0114-500; addressed currently as 25518 State Hwy 91, Adrian, MN
- Parcel 14-0114-250; addressed at 826 Maine Avenue S., Adrian, MN
- Parcel 14-0115-000; a parcel directly to the east of 820 Maine Avenue S., Adrian, MN
- Parcel 14-0110-500; addressed as 500 Eighth Street E., Adrian, MN
- A portion of 14-0107-000; addressed currently as 16520 250th Street, Adrian, MN

As a part of the motion, the Councilmembers acknowledged the published notice of the annexation intent in the November 8, 2017 edition of the Nobles County Review. Olney Township representatives signed the Resolution on November 20, 2017. Heitkamp is now directed to forward Resolution #541-2017 and the exhibit map to the Office of Administrative Hearing for approval.

CONSENT AGENDA: Motion by Hornstein, second by Lonneman, 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 #19248-#19311 and the ACH payables as listed on the City Council Accounts Payable Listing: Total Expenditures: \$294,857.99

Fire Relief Assn Investments: Wells Fargo 10/31/17 Monthly Report

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

Approved:

Council	10/23/17
Park	11/20/17
Ambulance	11/6/17
Fire Relief	11/1/17
Fire	11/1/17
Police	10/17
Public Utilities Commission	11/21/17
HRA	11/15/17
Community Development	11/17

Police; Excessive Brake Noise & Speeding: Residents offered letters requesting assistance with excessive pneumatic braking noises (trucks) on along State Hwy 91 and C.S.A.H. 35 on the northerly parts of Adrian. The Councilmembers also stated that they received complaints regarding State Hwy 91 speeding issues on the southerly part 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 ADA Inspector Boltjes' approval, as necessary, and submission of all pertinent information and documents, as required: Request for Use; City Street/Property & Demolition

2018 LICENSES AND PERMITS; Annual: Motion by Lonneman, second by Von Holtum, motion carried to approve the various annual: liquor, 3.2 beer, pool table, and dance permits. All of the licenses and permits are approved pending the receipt of the required documentation. RCV 5-yes, 0-no

2018 BOARD TERMS: By consensus, staff were directed to solicit the interest of board members to serve another term on their respective boards.

2018 ASSESSMENT ROLL; 2008 Street Assessments: Motion by Von Holtum, second by Kunkel, motion carried to certify the assessment roll to the Nobles County Auditor for collection in 2018.

Resolution #542-2017; Assessing Delinquent Utility Fees: The afore-mentioned action also acts to adopt Resolution #542-2017; which assesses delinquent utility fees. RCV 5-yes, 0-no

WORKER'S COMPENSATION INSURANCE; 2018 Renewal: Motion by Lonneman, second by Hornstein, motion carried to approve the 2018 renewal of the City/PUC worker's compensation insurance coverage at the \$2,500.00 deductible option. The City and PUC will experience a 6.69% increase in cost. RCV 5-yes, 0-no

SUEDKAMP ADDITION; Reker Construction; Pay Request #4: Motion by Lonneman, second by Von Holtum, motion carried (pending further staff review) to approve Reker Construction's Pay Request #4; as prepared by DGR Engineer Gary Kurth. RCV 5-yes, 0-no

Update: The installation of rip rap at the end of Ninth Street E. and the lowering of water valves were the only remaining items to complete the Suedkamp Addition. Henning shared that Public Works staff will likely lower the water valves, themselves, to save money.

Offer: Heitkamp forwarded a purchase offer for lots within Suedkamp Addition. After brief discussion and by consensus, the Council respectfully turned down this purchase offer. It was stated that sales were just beginning and it was too early to consider any offers, other than full purchase price.

2018 BUDGET; Final Revisions: By consensus, the Council acknowledged the final revisions of the 2018 Budget. Line items within the Park Budget were changed to acknowledge revenue and expenses relating to the installation of eleven (11) new sites (Purple) for 2018. A transfer was also acknowledged from the Rental Fund to Equipment Revolving to acknowledge Government Center wear & tear due to traffic to and from the rental properties.

Health Insurance Plans; Funding Ratio: Motion by Lonneman, second by Von Holtum, motion carried to maintain the same employee/employer ratios in funding the family health insurance for 2018. Prior to action, Faber stated that he visited with employees during their annual employee meeting. Faber believed the 38% increase already was an unplanned hardship. He recommended the Council should ascertain what the 2019 increase will be and then communicate any funding-change decisions with the employees well before 2019. RCV 5-yes, 0-no

December 18, 2017 Budget Information Meeting: By consensus, staff were directed to prepare for the Budget Information Meeting; which will be on Monday, December 18, 2017 at 7:00 PM. This meeting will provide pertinent information to the public pertaining to the 2018 City Budget. The December Regular Meeting will commence immediately after the Budget Information Meeting.

SMALL CITIES DEVELOPMENT PROGRAM (SCDP); Program Information & Application

Sessions: Southwest Minnesota Housing Partnership's Michele Clarke held a Program Information & Application Session on Monday, November 27, 2017 from 11:00 AM – 1:00 PM. Clarke will return to Adrian on Wednesday, December 6, 2017 from 5:00 PM – 7:00 PM to make herself available to people who work during the day. If the sessions are popular, Clarke stated that she'd be open to scheduling additional sessions in the future.

DECEMBER REGULAR COUNCIL MEETING DATE; Notice for Monday, December 18, 2017 at 7:00 PM: As was previously stated, the December Regular Meeting will take place immediately after the Budget Information Meeting on December 18, 2017.

ADJOURNMENT: With no further business appearing, motion by Kunkel, second by Von Holtum, motion carried to adjourn the Regular Meeting at 8:12 P.M. RCV 5-yes, 0-no

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

/s/ Mayor John W. Faber