

MINUTES OF THE BUDGET INFORMATION
AND THE REGULAR MEETING OF THE
ADRIAN CITY COUNCIL HELD IN THE
COUNCIL CHAMBERS OF CITY HALL
MONDAY, DECEMBER 19, 2016

CALL TO ORDER: The Budget Information and Regular Meeting was called to order by Mayor Wiese at 7:00 P.M.

ROLL CALL: Roll call indicated the following present:

Councilmember's: Robert Wiese, Ron Lonneman, Joe Hornstein, and Dean Von Holtum

Absent: Don Shorter

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: Residents Jodi Thier, Tracy Kunkel, Andy Eichmann, Anna Westerbur, & DGR Engineer Gary Kurth

2017 CITY OF ADRIAN BUDGET; Review of the Proposed 2017 Budget and Corresponding Levy;

Mayor and Council Comments: Wiese requested 2017 City Budget input from Councilmembers in the form of questions and/or comments. No input or questions were offered at this point of the meeting.

Public Input: Wiese then requested input and questions from the public in regards to the 2017 City Budget and the corresponding levy. Thier requested information regarding home valuations. After discussion, motion by Hornstein, second by Von Holtum, motion carried to conclude the public input portion of the meeting. RCV 4-yes, 0-no

Resolution #530-2016; Adoption of the 2017 Budget and Corresponding Levy: Motion by Lonneman, second by Von Holtum, motion carried to adopt Resolution #530-2016; which approves and adopts the 2017 City of Adrian Budget. There is not a levy increase for 2017. RCV 4-yes, 0-no

DOG COMPLAINTS: A property owner offered that complaints have been made against their dog; stating that their dog doesn't bark when they are at home but might when they are gone. After discussion regarding nuisance issues in the City, and by consensus, the Council stated that dog owners are responsible for their dogs while at home and while away. It is a dog owner's responsibility to not create a public or private nuisance.

SNOW PLOWS; Moving Snow in Driveways: A property owner illustrated frustration because snow is being deposited into their driveway by the snow plow operators. The Council shared snow-removal procedures and stated that preferential treatment couldn't be offered to any specific resident.

SUEDKAMP ADDITION; 2016 Project (Sanitary Sewer, Storm Sewer, & Water): Kurth updated the Council regarding the project and an estimated completion date. The major work that was bid is completed. The General Contractor is not requesting payment until the work is completed.

Street Plans: Kurth offered varied street-construction scenarios, and corresponding cost estimates, to the Councilmembers. Kurth was offered a budget to installing streets at the Suedkamp Addition. Kurth's recommendation will be shared during the January 23, 2017 Regular Council Meeting.

Lot Marketing: The Councilmembers reviewed a quote to market and sell the Suedkamp Addition lots. After discussion, Heitkamp was directed to further-investigate the expenses associated with the quote. By consensus, the Councilmembers believed it would be best to market the lots during the warmer months of 2017; when potential owners could view the lots.

CONSENT AGENDA: Motion by Von Holtum, second by Lonneman, motion carried to approve the following consent agenda items. RCV 4-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 #18493-#18548 and the ACH payables as listed on the City Council Accounts Payable Listing: Total Expenditures: \$138,174.64

Year-End Transfers: The year-end transfers were shared as a part of the financials. The budgeted work-for-hire agreement payments to the Fire Department and Ambulance Department will be allocated to the Equipment Revolving Fund-Work for Hire.

Fire Relief Assn Investments: Wells Fargo 11/30/16 Monthly Report

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

Approved:

Council	11/28/16
Ambulance	12/12/16
Fire Relief	12/7/16
Fire	12/7/16
Police	11/16
Community Development	12/16

2017 APPOINTMENTS, ASSIGNMENTS, AND DESIGNATIONS: By consensus, the Councilmembers decided to table the 2017 Appointments, Assignments, and Designations until the January 23, 2017 Regular Meeting when then-Mayor Faber and the new City Council can discuss the topic.

2017 VOLUNTEER BOARD TERMS: Motion by Von Holtum, second by Lonneman, motion carried to approve the following volunteers' terms to the corresponding boards: RCV 4-yes, 0-no

- Park Board; Lori Klosterman (three-year term)
- David Edwards, Public Utilities Commission (three-year term)
- Housing and Redevelopment Authority; Curt Ramerth (five-year term)

LEAGUE OF MINNESOTA CITIES INSURANCE TRUST; 2016 Property, Vehicle, & Liability (PVL)

Dividend: Motion by Von Holtum, second by Hornstein, directing staff to apply the City's portion of the 2016 PVL dividend to the City departments (insurance line items) in which the payments originally derived. RCV 4-yes, 0-no

FIRE RELIEF AMOUNT INCREASES; Relief Association and Council-Ratified Amount: The Councilmembers reviewed the December 7, 2016 Fire Relief Minutes and Fire Department Minutes which illustrated the Fire Relief Association's-Relief Amount increase. After discussion, motion by Von Holtum, second by Hornstein, motion carried to increase the Council-ratified fire relief amount. RCV 3-yes, 0-no (Lonneman abstained as he is a Fire Department member)

ANNEXATION; Private Properties Served by Adrian Public Utilities: Heitkamp offered a historical synopsis regarding the different mechanisms considered for the annexation process to incorporate private properties, outside of City Limits, who receive services from Adrian Public Utilities. After discussion, and per the recommendations of City Attorney Brian Daiker, motion by Lonneman, second by Wiese, motion carried to adopt Resolution #531-2016 entitled, "*Resolution of the City of Adrian, Minnesota Petitioning the Minnesota Department of Administrative Hearings-Boundary Adjustment Unit for Annexation of Certain Portions of Westside Township and Olney Township in Nobles County, Minnesota to the City of Adrian, Nobles County, Minnesota Pursuant to Minnesota Statute Section 414.031*". The motion also approved notices (to the affected residents, Westside Township, Olney Township, and the Office of Administrative Hearing-Boundary Adjustment Unit) with exhibits (property descriptions and map) that City Attorney Brian Daiker will utilize to complete the annexation process. RCV 4-yes, 0-no

EMPLOYEE PERSONNEL POLICY; 2015 & 2016 Council Action: Motion by Von Holtum, second by Lonneman, motion carried to approve the amended copy of the Employee Personnel Policy. Past Council Action directed the specified changes that are reflected in the updated version of the Employee Personnel Policy. RCV 4-yes, 0-no

EMS (FIRE HALL) BUILDING; Roof Replacement Invoice: Motion by Lonneman, motion by Hornstein, motion carried to approve the EMS-based fund disbursements to pay the roof replacement invoice; submitted by Architectural Roof & Sheetmetal Incorporated. RCV 4-yes, 0-no

COUNCILMEMBER APPRECIATION: Prior to departing, the Councilmembers and meeting attendees shared their appreciation to Mayor Wiese and Councilmember Shorter for their service to the City of Adrian.

ADJOURNMENT: With no further business appearing, motion by Von Holtum, second by Wiese, motion carried to adjourn the Regular Meeting at 9:00 P.M. RCV 4-yes, 0-no

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

/s/ Mayor Robert Wiese