



Regular City Council Meeting/Public Hearing

Monday, December 23, 2019 at 7:00 pm

Adrian Government Center, Council Chambers, 209 Maine Avenue, Suite 106, Adrian, MN

- 1. Call to Order:** Mayor Faber called the meeting to order at 7:00 P.M.
- 2. Roll Call:** Roll Call indicated the following present for the Regular Meeting and Public Hearing:
Council Members: Mayor John Faber, Ron Lonneman, Joe Hornstein, Dean Von Holtum, and Tracy Kunkel
Absent: None
Department Heads: Administrator/Clerk-Treasurer Jill Wolf, Police Chief Shawn Langseth, Public Works Superintendent Adam Henning
Staff: Deputy Clerk Rita Boltjes
Guests: ISD 511 Principal Cate Koehne
- 3. Consent Agenda:** Motion by Lonneman, second by Von Holtum, motion carried unanimously to approve the consent items; as stated.
Finance: Accounts Payable; December 2019
City Finances; December 2019
Parr-McKnight; Fire Relief Account Balance – December 2019
Minutes: The Consent Agenda vote acknowledged the following monthly minutes & reports:
Approved:
Council – 11/25/2019 (reg) 12/9/2019 (spec)
Park – No December meeting
Ambulance – 12/2/2019
Fire – 12/4/2019
Fire Relief – 12/4/2019
Police – 11/2019
PUC – 12/9/2019 (spec) 12/17/2019 (reg)
HRA – 12/18/2019
Community Development – 12/2019
Fire Relief Minutes Commentary: It was noted that there is an increase in the Fire Relief Amount.
Community Development Commentary: It was noted that there was a change in the Fire Relief bylaws to allow Fire Department members to live or work full time within a three minute response time to the City of Adrian. Wolf provided the Council with updated costs on the purchase of the Dorn and Morgenthaler land, also reflecting the BWSR funding.
Permits / Licenses: None.
- 4. Street Closure**
 - a) ISD 511 Representative, Cate Koehne, was in attendance to request a street closure on Indiana Avenue between Third and Fourth Street, on days that school is in session, twenty minutes following dismissal time. If approved, three busses will park in a staggered position across the street to enforce the closure. The request is being made for the public safety of pedestrians crossing the street. The closure will force cars to go west up the hill or south out of the church parking lot.
 - b) Motion by Von Holtum, seconded by Kunkel, to approve the closure of Indiana Avenue, between Third and Fourth Street, following dismissal of school. Motion carried 5-0.
- 5. Year End Transfers and Payments:** 2019 Year End Budgeted Transfers and Payments to be made.
 - a) Motion by Lonneman, seconded by Von Holtum to approve year end transfers and payments to be made for 2019. Motion carried 5-0.
- 6. 2019 Financial Audit:**
 - a) The Governmental Accounting Standards Board requires a financial audit to be completed.
 - b) Motion by Kunkel to accept the appointment of Lonneman as the Council representative to complete a Fraud Audit, seconded by Von Holtum. Motion carried 5-0.
- 7. Resolution Adopting Final Budget & Levy for Payable 2020:**
 - a) Motion by Lonneman, seconded by Von Holtum, to pass Resolution #582-2019, Adopting the Final Budget and Levy for Payable 2019. Motion carried 5-0.

8. 2020 Appointments, Assignments & Designations:

- a) Mayor Faber appointed Kunkel to the new Personnel Committee, and Faber will replace her on the Community Ed Board. All other Council appointments remained the same.
- b) Von Holtum made a motion to approve the appointments for the Annual Council Designations, Councilmember Department and Board Assignments, and Fire Department Appointments. Seconded by Hornstein. Motion carried 5-0.
- c) Motion by Kunkel to approve the Board appointments as David Edwards to the Public Utilities Commission, Lori Klosterman to the Park Board, and Meegan Heidebrink to the Housing & Redevelopment Authority Board. Seconded by Von Holtum. Motion carried 5-0.

9. Council Acknowledgements

- a) The Council acknowledged the following items:
 - Property Tax Distribution; 2nd Half 2019 Property Tax Distribution

 - League of MN Cities Dividend; Dividend check for members of the League of MN Cities Insurance Trust's property/casualty program for 2019

 - Small Cities Development Program Closeout Grant Adjustment Notice

 - USPS Conflict of Interest Form; acknowledging no conflict with USPS renting in the Adrian Government Center.

 - New Federal Law Regarding POW/MIA Flag flown at USPS

 - League of MN Cities 2020 Elected Leaders Institute; held January 24-25, 2019 – Plymouth and February 28-29, 2020 - Baxter

10. Past/Other Business

- a) Motion by Lonneman, seconded by Kunkel to approve staff to obtain engineering costs for a sidewalk connecting the Elementary to the High School as identified in the 2015 Safe Routes to School plan. Motion carried 5-0.

11. Next Regular Council Meeting: By consensus, the Council acknowledged Monday, January 27th, 2019 at 7:00 PM within the Council Chambers of the Adrian Government Center as their next Regular Meeting date, time and location.

12. Adjournment: Motion by Kunkel, seconded by Von Holtum, motion carried to adjourn the meeting at 7:19 PM.

/s/ Jill Wolf; Administrator/Clerk-Treasurer

/s/ John W. Faber; Mayor