

MINUTES OF THE REGULAR MEETING OF  
THE ADRIAN CITY COUNCIL HELD IN THE  
COUNCIL CHAMBERS OF CITY HALL  
MONDAY, MARCH 26, 2018

**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, Joe Hornstein, Ron Lonneman, and Dean Von Holtum

Absent: Tracy Kunkel

Dept. Heads: Administrator/Clerk-Treasurer Bruce A. Heitkamp, Public Works Superintendent Adam Henning, and Police Chief Shawn Langseth

Staff: Deputy Clerk Rita Boltjes

Guests – SW Build Design's Tom Serie

**SUEDKAMP ADDITION DEVELOPMENT; SW Build Design Twin Home Agreement:** Serie offered the Council a development agreement to build up to two (2) twin homes on the Suedkamp Addition's sales lot #27 then #25. One twin home (2 residences) was proposed to reside on each lot. The details of the Agreement offered to SW Design Build were discussed. The City would be offered insurance protection while the twin home was constructed. The lot closing between SW Design Build and the City, with the final payment of the lot, would take place after the first party purchased the first twin home on sales lot #27. After discussion, motion by Lonneman, second by Von Holtum, motion carried to accept an agreement with SW Design Build for the post-dated closing of sales lot #27 and then #25 if SW Build Design would pay the same 10% down in earnest money as any other party that would purchase a Suedkamp Addition lot. Serie stated that he'd forward this proposal to his partners and will offer Heitkamp an answer at a later date. RCV 4-yes, 0-no

**CONSENT AGENDA:** Motion by Hornstein, 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 #19482-#19534 and the ACH payables as listed on the City Council Accounts Payable Listing: Total Expenditures: \$121,411.31

**Fire Relief Assn Investments:** Wells Fargo 2/28/18 monthly report

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

Approved:

Council	2/26/18
Park	3/19/18
Ambulance	3/5/18
Fire	3/7/18
Police	2/18
PUC	3/20/18
HRA	3/20/18
Community Development	3/18

**Park Board; Board Appointment:** The afore-mentioned action also approves the appointment of Julie Winselman to a three (3) year term on the Adrian Park Board.

**Police Report; Nuisance Notice with Seven (7) Day Notice:** Faber shared a seven (7) day notice that will be offered to the owners of a Louisiana Avenue property. Numerous nuisance items are witnessed on the parcel. If the nuisances aren't remedied to an acceptable level, the City will remedy them after the notice period.

**HRA; Adrian Country Living Cottages' Exterior Lighting:** Faber commented on how nice Adrian Country Living Cottages looked with the front-patio exterior lighting repaired.

**Streets; Snow Clearing on Sunview Drive:** Henning was asked about street-clearing procedures on the Sunview Drive cul-de-sac. A resident notified Mayor Faber that snow appeared to be forgotten on the cul-de-sac during the last snow event.

**Senior Citizen's Center; Possible Move:** The Councilmembers briefly described scenarios and possible locations if the Adrian Senior Citizen group wants to relocate from the Slade Apartment's basement.

**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 & Gambling

**BURNING DUMP AGREEMENT:** Motion by Hornstein, second by Von Holtum, motion carried to approve the Burning Dump Agreement with Dan and LuAnn Matthiesen. RCV 4-yes, 0-no

**PROPERTY, VEHICLE, & LIABILITY INSURANCE COVERAGE (PVL); 2018 Renewal:** Motion by Lonneman, second by Hornstein, motion carried to approve the PVL insurance quote, acknowledging a .635% increase in premium payment from 2017. RCV 4-yes, 0-no

**STAFFING; Resignations, Hiring, & Pending Retirements:** Water Treatment Operator Ryan Holtz offered his resignation earlier in March, 2018. The process of hiring another employee has already begun. Faber acknowledged the use of the hiring committee (Faber, Lonneman, and PUC President Dave Edwards) to interview applicants. The goal is to find an employee to work within the Public Work's department(s); beginning sometime in May, 2018. Henning also shared that another employee has verbally offered their retirement in 2018.

**COMMERCIAL DEVELOPMENT; 201 Maine Avenue Clinic Building:** Heitkamp announced that Drenth Enterprises, Inc. and Sanford Clinic-Adrian have announced their agreement to move Sanford Clinic-Adrian on the City's currently-owned 201 Maine Avenue lot. The agreement involves Sanford Clinic-Adrian signing a long-term lease. The Council reviewed building plans; which was a condition of a pending lot sale.

**201 Maine Avenue Lot; Excess Property Proclamation and Lot Sale:** After discussion, motion by Hornstein, second by Von Holtum, motion carried to proclaim the 201 Maine Avenue lot (parcels 21-0055-000 & 21-0056-000) as excess property. The motion also directs to Heitkamp to arrange for the sale of the aforementioned parcels to Drenth Enterprises, Incorporated. RCV 4-yes, 0-no

**PUBLIC HEARING NOTICING; Commercial & Residential Tax Abatement Proposals:** Faber directed Heitkamp to publish public hearing notices for the April 23, 2018 Regular Meeting to: introduce, explain, and obtain input regarding the following tax-abatement proposals:

- LDH Construction, Incorporated; proposal for a 10-year, 50% tax abatement upon a proposed commercial health-care building at 201 Maine Avenue, Adrian, MN 56110 (all of parcels: 21-0055-000 & 21-0056-000)
- SW Design Build, Incorporated; 5-year, 100% tax abatement upon a proposed twin-home (Duplex) residential dwelling at 100 Ninth Street East & 102 Ninth Street East, Adrian, MN 56110 – Nobles Home Initiative (NHI) Request (all of parcel 21-0628-100)
- Timothy G. Honermann/Honermann Builders, Incorporated; 5-year, 100% tax abatement upon a proposed twin-home (Duplex) residential dwelling at 309 Tennessee Avenue & 311 Tennessee Avenue, Adrian, MN 56110 – Nobles Home Initiative (NHI) Request (North 88 ¾ feet of parcel 21-0351-000 & all of parcel 21-0352-000)

**ADRIAN HRA; Sidewalk & Driveway Removal & Replacement Loan Program:** The Councilmembers reviewed a new loan program offered by the Adrian Housing & Redevelopment Authority to assist in the replacement of Adrian's sidewalks.

**EMS BUILDING LIGHTING RETROFIT & REMODELING:** Henning explained his staff's efforts in replacing fluorescent light fixtures with LED-light fixtures and bulbs at the EMS Building. This project will reduce future electrical use. Rebates are also available through Missouri River Energy Services. Additional flooring improvements will be delayed until the future use of the former Council Chambers is known.

**NEON; Minute Review:** The Councilmembers reviewed the recent meeting minutes of the Nobles Economic Opportunity Network (NEON). This group was referenced during the February 26, 2018 Nobles County Commissioner visit.

**NEXT REGULAR COUNCIL MEETING; Monday, April 23, 2018:** The Councilmembers acknowledged Monday, April 23, 2018 at 7:00 P.M. as the next Regular Council Meeting date and time.

**ADJOURNMENT:** With no further business appearing, motion by Lonneman, second by Von Holtum, motion carried to adjourn the Regular Meeting at 8:03 P.M. RCV 4-yes, 0-no

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

/s/ Mayor John W. Faber