



Regular City Council Meeting
Monday, May 20, 2019 at 7:00 pm
Adrian Government Center, Council Chambers, 209 Maine Avenue, Adrian, MN

1. **Call to Order:** Mayor Faber called the Public Hearings and Regular Meeting to order at 7:00 PM.
2. **Roll Call:**

Roll Call indicated the following present for the Public Hearings and Regular Meeting:
Council Members: John Faber, Ron Lonneman, Joe Hornstein, Dean Von Holtum, and Tracy Kunkel
Department Heads: Administrator/Clerk-Treasurer Bruce A. Heitkamp, Police Chief Shawn Langseth, and Public Works Superintendent Adam Henning
Staff: Deputy Clerk-Treasurer Rita Boltjes
Guests: Nobles County Review's Deb Kroon, Nobles County's Gene Metz (Commissioner) and Tom Johnson (Administrator), Nobles County Library's Meredith Vaselaar and Marjorie Ferguson, and Larry & Sharon K. Balster
3. **Public Hearing - Nobles Home Initiative; Larry & Sharon K. Balster**

Call to Order - Nobles Home Initiative: Mayor Faber called the Public Hearing to order at 7:01 PM.
Hearing Purpose; Larry & Sharon K. Balster's Nobles Home Initiative Request: The public hearing is required as Larry & Sharon K. Balster is requesting the Nobles Home Initiative tax abatement be applied to a dwelling which will be built in 2019 within the 813 Oklahoma Avenue S. parcels. The Nobles County Parcels are: 21-0628-020 & 21-0628-025. The same tax abatement request is being requested from Independent School District #511 and the Nobles County Commission.
Public Input: After soliciting comments, Faber acknowledged that no members of the public had input to share in regards to this tax abatement request. No written correspondence was received in reference to this tax abatement request. Motion by Kunkel, second by Lonneman, motion carried to close the public input portion of the hearing. RCV 5-yes, 0-no
Nobles Home Initiative; Larry & Sharon K. Balster at 813 Oklahoma Avenue S: Motion by Kunkel, second by Lonneman, motion carried to adopt Resolution #566-2019 which approves the Nobles Home Initiative tax abatement request for Larry & Sharon K. Balster. RCV 5-yes, 0-no
Adjourn: After all public hearing items were addressed, motion by Kunkel, second by Lonneman, motion carried to adjourn the public hearing at 7:04 PM. RCV 5-yes, 0-no
4. **City Assessing and A True County System:** Metz and Johnson accepted the Council's invitation to attend the meeting and to explain a "True County" assessing system. As explained, a True County system will eliminate assessing disparities that exist between Nobles County communities.
After Metz' and Johnson's explanation, and by consensus, staff were directed to send a letter (by June 1, 2019) to the current City Assessor to sever future services; as specified in the Assessor Agreement. Heitkamp stated that he was already aware of Nobles County's efforts to transition into a True County system. It is possible that he will be retained by Nobles County as there is a demand for Assessors.
5. **Nobles County Library Introduction; Marjorie Ferguson, Director:** Adrian Branch Librarian Meredith Vaselaar introduced the new Nobles County Library Director, Marjorie Ferguson. Everyone on the Council bench introduced themselves to Ferguson. Ferguson explained that she worked for private and public library agencies throughout her career. She recently moved to Minnesota from Kentucky. Everyone wished Ferguson well with her new role at the Nobles County Library.
6. **Consent Agenda:** Motion by Lonneman, second by Von Holtum, motion carried to approve the following consent agenda items. RCV 5-yes, 0-no
 - a. **Finances; Accounts Payable /Pledge Securities:** The Consent Agenda vote includes the City finances in reference to any transfers as noted on the Monthly Financial Report along with claims paid; check #20372-#20439 and the ACH payables as listed on the City Council Accounts Payable Listing: Total Expenditures: \$219,472.34.
Fire Relief Association Investments: Parr McKnight Monthly Report 4/30/19
 - b. **Minutes:** The Consent Agenda vote also acted upon the various monthly minutes and reports:

▪ Council	4/22/19 (Reg), 5/2/19 (Bd of Review)
▪ Park	5/13/19
▪ Ambulance	5/6/19
▪ Fire Department	5/1/19
▪ Police Report	4/19
▪ Public Utilities Commission	no minutes (5/21/19 meeting)
▪ Housing & Redevelopment Authority	no minutes (5/21/19 meeting)
▪ Community Development	5/19

Ambulance Report; EMS Building and Utility Bills: Discussion commenced regarding the Ambulance staff's concern over the future use of the EMS building and whether utility expenses will increase when the Senior Center is moved into the EMS building. Staff were directed to watch the utility bills and to determine if additional utilities are being used.

Ambulance Report; Staffing Concerns: The Council discussed the Ambulance Service's staffing concerns and concerns over training requirements.

Community Development; Rebuild Adrian Program Inquiries: Heitkamp stated that two parties have recently inquired about the Rebuild Adrian Program in conjunction with offering subsidies for dilapidated structures. Approximately \$23,000.00 would be available if the Council believed pending projects were eligible for funding. Any future applications will be forwarded to the Housing and Redevelopment Authority for their review and recommendation.

- c. **Permits / Licenses:** The Consent Agenda vote also acted upon the permits & licenses, as submitted, contingent upon the Public Works Superintendent, Police Chief, and possible ADA approval, as necessary, and with submission of all pertinent information and documents, as required: Zoning, Request for Use-City Property, and Demolition.
7. **Release of a Utility Easement:** Motion by Von Holtum, second by Kunkel, motion carried to release a perpetual utility easement between two parcels (21-0628-020 & 21-0628-025) owned by Larry & Sharon K. Balster. The Balster's intend to construct a home across the lot line which divides parcels: 21-0628-020 & 21-0628-025. As specified within the motion, Faber and Heitkamp signed a Release of a Perpetual Utility Easement form that will be recorded at the Nobles County Recorder's Office; thus acknowledging the easement's release. None of the other perpetual utility easements, which reside along the outside perimeter of these parcels and the boulevard, will be affected or altered as a result of this action. RCV 5-yes, 0-no
8. **Resolution #567-2019; Resolution Approving State of Minnesota Joint Powers Agreement with the City on behalf of its Prosecuting Attorney:** Motion by Von Holtum, second by Lonneman, motion carried to adopt Resolution #567-2019 and Bureau of Criminal Apprehension (BCA) agreements which authorizes Police Chief Shawn Langseth and the Nobles County Attorney's Office to utilize the State of Minnesota's BCA system. The action also acknowledges the Nobles County Attorney's Office as acting as the City of Adrian's Prosecuting Attorney's. RCV 5-yes, 0-no
9. **Resolution #568-2019; Adopting Post-Issuance Debt Compliance Policy for Tax Exempt and Tax-Advantaged Governmental Bonds:** Motion by Kunkel, second by Hornstein, motion carried to adopt Resolution #568-2019 which accepts Internal Revenue Code (IRS) compliance measures, policies, and procedures so the City can remain eligible for tax-exempt and tax-advantaged governmental bonds. RCV 5-yes, 0-no
10. **Resolution #569-2019; City License & Permit Fees and Any Proposed Changes:** After review of the City's permit and license fees, motion by Lonneman, second by Von Holtum, motion carried to adopt Resolution #569-2019 which amends the mowing fee to \$100.00 per hour. A minimum of one hour is charged for every time City staff and mowers have to mow private property. All other license and permit fees will remain that same. As directed by the motion, staff will publish these updated fees as an advertisement. The updated mowing fees will be proclaimed effective a day after the May 29, 2019 publication date. RCV 5-yes, 0-no
11. **Past / Other Business:** The following topics were discussed:
 - o EMS Building; Senior Center Use: Henning stated that counter-top installation and wiring were still required prior to the EMS Building being ready for use. The goal now is for the room to be ready sometime in June, 2019.
 - o Senior Citizen's Agreement; Future Amount: Faber stated that he discussed a future Senior Citizen service amount with the Senior Citizen group. A new amount, per month was suggested as several Senior Center expenses will cease when the group moves into the EMS Building's Meeting Room.
 - o Morgenthaler Property; Land Use and Purchase Subsidies: The Board of Water & Soil Resources (BWSR) recently approved parameters which will offer Adrian a subsidy to purchase land from Christine Morgenthaler. A purchase price was agreed upon by the City and Morgenthaler. Morgenthaler wants to walk through the property to outline the sale-dimension areas. Heitkamp projects a late-summer 2019 closing date.
 - o Suedkamp Addition; Sale Prices, Assessments, & Resulting Lot Prices: As previously mentioned, assessment charges, per lot, will be subtracted from each of the Suedkamp Addition lots to derive the actual lot-sale price. After review, and by consensus, the Council accepted the resulting lot prices at the Suedkamp Addition.
 - o 2018 Assessment Correction for Taxes Payable 2019; Parcel 21-0628-025: As stated in the April 22, 2019 Council Minutes, a corrected value was set by the Council during the April 22, 2019 Regular Meeting. Nobles County used this assessment amount to derive a new property tax amount. Motion by Kunkel, second by Hornstein, motion carried directing City staff to reimburse Larry & Sharon K. Balster after the Balster's 2019 property taxes are paid. RCV 5-yes, 0-no
12. **NEXT REGULAR COUNCIL MEETING:** Monday, June 24, 2019 within the Adrian Government Center's Council Chambers at 7:00 PM
13. **ADJOURNMENT:** Motion by Kunkel, second by Von Holtum, motion carried to adjourn the meeting at 8:13 PM.