

MINUTES OF THE REGULAR MEETING
OF THE ADRIAN CITY COUNCIL HELD
IN THE COUNCIL CHAMBERS OF CITY
HALL MONDAY, MAY 22, 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, Ron Lonneman, Joe Hornstein, 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
Guest: PUC President David Edwards

UTILITY RELATED ORDINANCES; PUC-Recommendations: Edwards recommended the Council consider amending City Code to reflect PUC-related changes and updates. Edwards detailed the recommended changes to reflect changes to: utility definitions, water-service regulations (acknowledging the PUC's Water Level Monitoring Plan, among other items), utility governance and administration, PUC funds, and sanitary sewer administration and billing. After Edwards' presentation and Council discussion, motion by Lonneman, second by Von Holtum, motion carried to adopt Ordinance #88, 2nd Series and Ordinance #89, 2nd Series. RCV 5-yes, 0-no

CONSENT AGENDA: Motion by Lonneman, second by Von Holtum, motion carried to approve the following consent agenda items. 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 #18821-#18883 and the ACH payables as listed on the City Council Accounts Payable Listing: Total Expenditures: \$260,370.21

Fire Relief Assn Investments: Wells Fargo 4/30/17 Monthly Report

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

Approved:

Council	4/24/17 (Reg), 5/1/17 (Board of Review), 5/1/17 (Sp)
Park	5/15/17
Ambulance	5/1/17
Fire	5/3/17
Police	4/17
Public Utilities Commission	5/16/17
HRA	5/16/17
Community Development	5/17

Police; Semi-Tractor Parking: Langseth and the Council discussed semi-tractor parking (trailed and non-trailed) and the City Code provisions that don't include on-street parking.

Police; Part-Time Deputy Hiring: Lonneman requested an update regarding the hiring of a part-time Patrolman. Langseth stated that this is one of the items that he is presently working on.

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, Renewal of 2 a.m. Optional Liquor, Gambling, & Request for Use-City Street/Property

SUEDKAMP ADDITION; Pay Request #2, Paving Improvement Project Approval, and Lot Sales:

The Councilmembers discussed the progress made at the Suedkamp Addition. Heitkamp stated that no lots have sold, to date, but several people have inquired about the lots. By consensus, Heitkamp was directed to await the installation of the streets prior to offering the other lots for sale. After discussion, motion by Von Holtum, second by Hornstein, motion carried to approve the following items related to the Suedkamp Addition:

- Pay Request #2 – The motion acknowledges and authorizes Henning Construction's pay request for \$128,205.58. The motion also acknowledges the PUC's transfer of \$113,495.58 for water, improvements, sanitary sewer improvements, and related engineering expenses. Additional PUC transfers will be calculated using the predetermined funding amounts set by the City and PUC.
- Paving Improvement Project; Bid Approval – The motion acknowledged and authorized Faber and Heitkamp to sign Reker Construction's Paving Improvement Agreement which spells out the various responsibilities of the: owner (City), contractor (Reker Construction), and DGR Engineering.

ADRIAN FIRE DEPARTMENT; League of Minnesota Cities (LMC)-Recommended Mutual Aid Agreement: Motion by Kunkel, second by Von Holtum, motion carried to approve the LMC's version of a Mutual Aid Agreement between member Fire Departments. The Mutual Aid Agreement spelled out reimbursement amounts, rights, and responsibilities of each department in mutual aid scenarios. RCV 5-yes, 0-no

COMMUNITY DEVELOPMENT; Downtown Commercial-Development Package: Heitkamp shared information regarding the possible development of a building within downtown Adrian. Two separate properties are currently being investigated by a developer. One of the properties (201 Maine Avenue) will be a City-owned lot. After discussion and by consensus, Heitkamp was directed to offer a community-development package if 201 Maine Avenue was the preferred site.

2017 SEAL COAT PROJECT; Bid Approval: Motion by Hornstein, second by Von Holtum, motion carried to approve the bid to complete the 2017 Seal Coat Project; as submitted by Caldwell Asphalt of Hawick, MN. 5-yes, 0-no

ANNEXATION; Update: The Councilmembers discussed the City's annexation effort. Olney and Westside Township representatives were noticed of the City's intent to file the annexation with Minnesota's Office of Administrative Hearing's-Boundary Adjustment Unit (OAH). The annexation request will be filed with the OAH on, or after, June 4, 2017. It is expected that a joint-mediation meeting, held as a public hearing, will be required for: Olney Township, Westside Township, and the City of Adrian. City Attorney Brian Daiker will keep the City informed about future annexation procedures.

ADRIAN TOWN & COUNTRY ASSOCIATION; Parade Route Permit: Langseth stated that he'd be filing for a parade permit on behalf of the Adrian Town & Country Association so the July 15, 2017 parade can take place. This is a normal procedure to request the use of State Highway 91 for the parade.

REBUILD ADRIAN PROGRAM; Program Planning: Heitkamp updated the Councilmembers in regards to property acquisitions in Adrian and how that activity may impact the Council's Rebuild Adrian Program funding decisions. Several applications are pending the reactivation of the Rebuild Adrian Program. Staff will keep the Councilmembers informed in regards to dilapidated properties. There may be an opportunity to benefit Adrian by funding the pending applications.

2020 MNDOT PROJECT AND THE SUEDKAMP ADDITION; Speed Study and Possible Infrastructure Requirements: MnDOT's Marc Fischer has authorized a temporary permit so Reker Construction can connect Ninth Street W. to State Highway 91 (TH91). A future resolution will likely be required to acknowledge the City's financial commitment for sidewalks along TH91 and a turn lane; if the turn lane is required. DGR Engineer's Gary Kurth is recommending the City request a Speed Study once Ninth Street W. is installed and homes are built. If the Speed Study results in moving the 30 mph sign further to the south, then it's possible the turn lane, which would be the City's obligation, would not be needed.

TH91 at the Dollar General Location; Coniferous Tree Removal: Henning is concerned with visibility obstructions created by coniferous trees located just south of the Dollar General driveway. Henning will continue to investigate TH91's right-of-way in this location to determine whether the tree(s) can be removed.

OFF-SALE LIQUOR SALES; No Change in City Code Provisions – No Sunday Sales: By consensus, the Councilmembers agreed that no changes should be made to City Code in regards to Sunday liquor sales. Therefore, off-sale liquor sales will not be allowed within the City on Sundays. The State of Minnesota recently passed legislation that would make Sunday liquor sales legal, effective July 1, 2017.

ADJOURNMENT: With no further business appearing, motion by Lonneman, second by Von Holtum, motion carried to adjourn the Regular Meeting at 8:17 P.M. RCV 5-yes, 0-no

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

/s/ Mayor John W. Faber