

MINUTES OF THE PUBLIC HEARING AND
REGULAR MEETING OF THE ADRIAN CITY COUNCIL
HELD IN THE COUNCIL CHAMBERS OF CITY
HALL MONDAY, MAY 23, 2016

CALL TO ORDER: The Public Hearing and Regular Meeting were 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, Dean Von Holtum, and 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: Adrian Branch Library's Meredith Vaselaar

PUBLIC HEARING; Suedkamp Addition – Final Plat & Zoning: Mayor Wiese stated the City's intentions to approve the Final Plat for the Suedkamp Addition and to proclaim a residential-zoning use on the Suedkamp Addition.

Councilmember Input: Councilmembers discussed the Suedkamp Addition as they reviewed the proposed Final Plat. It was noted that bids were recently received for sanitary sewer and water infrastructure. Permits were filed with the State and MnDot approved access to State Highway 91.

Public Input: Mayor Wiese opened the hearing for public input. No public input was offered regarding the Suedkamp Addition. No written correspondence was received. With no public input being offered, motion by Von Holtum, second by Lonneman, motion carried to close the public input portion of the hearing. RCV 5-yes, 0-no

Final Plat Approval: Motion by Lonneman, second by Shorter, motion carried to approve the Final Plat of the Suedkamp Addition. RCV 5-yes, 0-no

Residential Zoning: Motion by Lonneman, second by Shorter, motion carried proclaiming Residential Zoning of all lots within the Suedkamp Addition. RCV 5-yes, 0-no

Adjourn: With no other business appearing for the public hearing, motion by Shorter, second by Lonneman, motion carried to adjourn the hearing at 7:04 PM. RCV 5-yes, 0-no

2015 AUDIT/FINANCIAL REPORTS: Gilman presented the City of Adrian's 2015 Audit/Financial Report. The Council was informed that funds were adequately maintained and the financial condition of the City of Adrian was in favorable condition in comparison to similar-sized Cities. The City's assets and liabilities were compared, noting the net assets of the City exceeded its liabilities. The City was in better cash position in 2015 than it was during 2014. Adrian's Fire Relief Association didn't perform an audit for 2015; as they are not required to do so. Gilman issued an unmodified opinion in regards to the 2015 City of Adrian Audit; which is the highest-allowed rating for a City. At the end of Gilman's presentation, Shorter moved, second by Hornstein, motion carried to approve the 2015 Audit Report, as presented by Gilman. RCV 5-yes, 0-no

ADRIAN BRANCH LIBRARY; Marketing for the William Kent Krueger (Author) Event:

Vaselaar requested the Council's and staff's assistance with the marketing of the William Kent Krueger visit that is scheduled for June 7, 2016 at 7:00 P.M. at the Adrian Elementary School. Vaselaar took photos of the Councilmembers and the staff while they were reading a William Kent Krueger book.

June 7, 2016; William Kent Krueger Day (Resolution #521-2016): Motion by Von Holtum, second by Shorter, motion carried adopting Resolution #521-2016; which proclaims the day of Krueger's visit, June 7, 2016, as "William Kent Krueger Day" in Adrian. RCV 5-yes, 0-no

Library Renovations; Exterior and Interior Improvements: Vaselaar concluded her visit by updating the Council on library upgrades in Adrian. The Library's roof was completed earlier this year. Additional exterior upgrades are also planned in 2016. However, upgrades to the interior of the library isn't planned. Therefore, Vaselaar is heading the effort to fundraise for upgrades to the Library's interior. A 501c3 organization in Adrian has been identified but they haven't consented to acting as the fiduciary holding organization at this point. Vaselaar is hoping to raise \$80,000.00 to upgrade the Library's interior. The interior upgrade would make the library ADA compliant.

Short-Term Library Move: The Library is planning to move to the New Vision Coop Office Area when remodeling commences (former Adrian Hardware location).

CONSENT AGENDA: Motion by Hornstein, second by Shorter, motion carried to approve the following consent agenda items. RCV 4-yes, 0-no (Lonneman abstained)

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 #17940-#18002 and the ACH payables as listed on the City Council Accounts Payable Listing: Total Expenditures: \$132,347.50

Fire Relief Assn Investments: Wells Fargo 4/30/16

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

Approved:

Council	4/25/16 (Reg), 5/2/16 (Board of Review)
Park	5/16/16
Ambulance	5/2/16
Fire	5/4/16
Police	4/16
Police Meeting	5/4/16
Public Utilities Commission	5/17/16
Street Meeting	5/3/16
HRA	5/17/16
Community Development	5/16

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 Bill Boltjes' approval, as necessary, and submission of all pertinent information and documents, as required: Zoning, Moving, & Request for Use-City Property, Golf Cart Permit, & Renewal for Optional Liquor-2:00 A.M.

SUEDKAMP ADDITION; Utility Installation Bid Award (Phase 1): Motion by Shorter, second by Von Holtum, motion carried to award the bid offered by Henning Construction for the installation of: sanitary sewer infrastructure, water infrastructure, a light roadway, landscaping, and related items for the first phase of the Suedkamp Addition's development. RCV 5-yes, 0-no

2016 STREET SEAL COAT PROJECT; Bid Award: Motion by Lonneman, second by Von Holtum, motion carried to award Caldwell Asphalt's bid for the 2016 Street Seal Coat Project. This project will maintain the following areas:

- The roadway around Grove Park
- Streets from Second Street W through Fifth Street W; between Indiana Avenue and Arkansas Avenue
- Delaware Avenue and Connecticut Avenue
- Eighth Street E., Sunview Drive, and Sunrise Circle
- Pennsylvania Avenue and a portion of street between First Street E. and Pennsylvania Avenue

EXCESSIVE VEHICLE NOISE; Council Action to Remedy Vehicle Noise Concerns: Heitkamp explained the Minnesota Department of Transportation's Kenneth Wenkel shared procedures for alerting motorists of Adrian's noise regulations. The Council approved the following to assist with excessive vehicle noise:

Resolution #520-2016; Compliance with MN DOT's Purchase, Installation, & Maintenance

Parameters: Motion by Shorter, second by Von Holtum, motion carried to adopt Resolution #520-2016, which agrees to the parameters set forth by MN DOT for the installation of a HWY 91 sign south of Adrian. RCV 5-yes, 0-no

ORDINANCE NO. 84; Excessive Vehicle Noise: Motion by Shorter, second by Von Holtum, motion carried to adopt Ordinance No. 84; which establishes specific regulations on the use of engine-retarding brakes and issues with abnormal or excessive noises stemming from the operation of motor vehicles. RCV 5-yes, 0-no

SMALL CITIES DEVELOPMENT PROGRAM (SCDP); Award to the City of Adrian for

Owner-Occupied Home Repairs: The Councilmembers discussed the recent news that Adrian was awarded an SCDP grant from the Minnesota Department of Employment and Economic Development. Heitkamp explained that Council action will be needed to adopt the rules of the SCDP program. Upcoming public information meetings will be offered in the upcoming months as well.

ANNEXATION; June 2, 2016 Public Hearing: The Councilmembers discussed the pending annexation of five (5) Olney Township parcels and four (4) Westside Township parcels. Wiese and Heitkamp have requested meetings with Olney Township representatives and Westside Township representatives. A meeting with two Westside Township representatives will take place on Tuesday, May 24, 2016 to discuss the pending annexation of the four (4) Westside Township parcels. Heitkamp said that more information will be known if, and after, meetings are held with both townships.

SUEDKAMP ADDITION; Marketing and Phase 2 of Development: The Councilmembers briefly discussed the marketing of lots and the next phase of development on the Suedkamp Addition. A crucial step in the development of the Suedkamp Addition will be determined by how and when lots can be sold.

EMS Building; Roof Replacement RFP: The Councilmembers discussed the request for proposal solicitation to ascertain a cost of the new roof and who the contractors will be. Heitkamp requested the assistance of a structural engineering firm to determine a cost estimate and to prepare a Request for Proposal. By consensus, Heitkamp was directed to request cost estimates from engineering firms prior to the commitment to using an Engineer. Heitkamp will receive these and will report them to the City Council during the June 2, 2016 Public Hearing (and EMS RFP Solicitation Meeting).

4-H VOLUNTEERS; Replacement of the EMS Building's Landscaping: Heitkamp said the 4H Volunteers and Boltjes donated time and effort to replace the front landscaping at the EMS Building. Tony Parsley donated the rock for the project. By consensus, Heitkamp was directed to prepare "Thank You" notes to these volunteers.

ADRIAN COMMUNITY BILLBOARD; Additional Improvements: The Councilmembers discussed possible improvements that can be made to the Adrian Community Billboard. By consensus, Heitkamp was directed to share a Daktronics pamphlet with Councilmembers to illustrate design ideas. Heitkamp was also directed to prepare a Request for Proposal to solicit design ideas and cost estimates for a pending improvement.

ADJOURNMENT: With no further business appearing, motion by Shorter, second by Hornstein, motion carried to adjourn the Regular Meeting at 8:57 P.M. RCV 5-yes, 0-no

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

/s/ Mayor Robert Wiese