

MINUTES OF THE REGULAR MEETING
OF THE ADRIAN CITY COUNCIL HELD
IN THE COUNCIL CHAMBERS OF
CITY HALL MONDAY, AUGUST 22, 2016

CALL TO ORDER: The 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, and Joe Hornstein,

Absent: Dean Von Holtum and Don Shorter

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

PUBLIC HEARING; Variance Lenz: Pursuant to due call and notice thereof, the public hearing was called to order at 7:00 P.M. for the purpose of soliciting public input and to consider the Petition for Variance as submitted by Karla Lenz. The variance is for property located at 205 Nevada Avenue for the purpose of driveway, and later a garage, at a minimum of two (2) feet from the South property line. It was noted the placement of the structure does not meet the setback requirement, per City Code.

No written comments or objections were received prior to the meeting. The Council acknowledged the absence of any guests for a public input portion of the hearing. Heitkamp shared that Denny Hohn, the neighboring property owner to the west, expressed his support for Lenz's request.

After brief discussion, motion by Lonneman, second by Hornstein, motion carried to approve the variance request submitted by Karla Lenz. The motion approves the variance request for a driveway and future garage at 205 Nevada Avenue; Lot 17, E 100', Block 7, Original Plat, City of Adrian, Nobles County, Minnesota. RCV 3-yes, 0-no

Motion by Hornstein, second by Lonneman, motion carried to adjourn the public hearing at 7:05 P.M. RCV 3-yes, 0-no

REBUILD ADRIAN PROGRAM: A resident wrote a letter expressing interest in obtaining, and then improving, a Maine Avenue property. The Council acknowledged the Maine Avenue Property as suffering from blight, with dilapidated structures. After brief discussion, motion by Hornstein, second Lonneman, motion carried directing Heitkamp to place this property on the Rebuild Adrian Program waiting list. The residence would become eligible for Rebuild Adrian Program funds pending acquisition of the property, the reestablishment of the Rebuild Adrian Program, and fulfilling all of the program's requirements. RCV 3-yes, 0-no

ALLOWABLE DOMESTICATED ANIMALS; Laying Hens: Heitkamp stated that, via a phone call, a resident requested to have the Council consider the inclusion of Laying Hens as an allowable animal in Adrian. The Council discussed Laying Hens and how other Cities have governed their existence within their city. By consensus, Langseth and Heitkamp were directed to obtain copies of other City's Code; which include Laying Hens.

CONSENT AGENDA: Motion by Lonneman, second by Von Holtum, motion carried to approve the following consent agenda items. RCV 3-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 #18177-#18276 and the ACH payables as listed on the City Council Accounts Payable Listing: Total Expenditures: \$99,364.95

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

Approved:

Council	7/25/16
Park	8/15/16
Ambulance	8/1/16
Fire Relief	8/3/16
Fire	8/3/16
Police	7/16
Public Utilities Commission	8/16/16
HRA	8/16/16
Community Development	8/16

Park Minutes: The Councilmembers acknowledged the Park Board's investigation into estimates to improve the pitcher's mound and home plate at the baseball field.

Police Report; E-Citation Progress: Langseth stated that he was still working with the State to fully utilize the E-Citation Network.

Consent Agenda; Continued:

Police Report; Excessive Vehicle Noise Control Sign: The Excessive Vehicle Noise Control sign is installed about a half a mile from Adrian's southern limits.

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, Gambling, & Request for Use-City Property

CONTROL FOR AERIAL CROP DUSTING AND SPRAYING: Langseth shared that he recently received a complaint regarding aerial crop dusting and spraying within city limits. The Councilmembers discussed the public's safety with planes flying so close to homes. The residual spray could also pose problems. By consensus, the Council directed Langseth to offer information on how other cities are governing aerial spraying.

ORDINANCE NO. 85, 2ND SERIES; Mayor's Salary: Motion by Lonneman, second by Wiese, motion carried to adopt Ordinance No. 85, 2nd Series, which will increase the Mayor's annual salary. RCV 3-yes, 0-no

PARKING; Fourth Street W. on the East Side of the High School: The Council briefly discussed and requested information regarding a change of parking status on Fourth Street W. on the east side of the High School.

HEALTH INSURANCE; 2017 Renewal with the Southwest/West Central Service Cooperative (SW/WC): Motion by Lonneman, second by Hornstein, motion carried to accept the SW/WC's 2017 health insurance renewal offer at a 6% increase. Both Single and Family policies will notice the increase. RCV 3-yes, 0-no

2015 Health Insurance Settlement: The same motion carried to acknowledge and distribute a 2015 insurance settlement check from SW/WC to City and PUC departments. The City's insurance settlement portion of the check, including what was paid by City employees, will be deposited into the Dilapidated Building Fund.

2017 PRELIMINARY BUDGET: The Councilmembers reviewed a preliminary copy of the 2017 City Budget. The wages for 2017 are still being discussed by the Hiring Committee. By consensus, the Council directed staff to set the preliminary levy so there is no general tax increase for 2017.

Library Improvements: Motion by Lonneman, second by Hornstein, motion carried directing staff to include funds in the Budget for the Adrian Branch Library improvements. RCV 3-yes, 0-no

RESOLUTION #523-2016; Mutual-Aid Reimbursement during FEMA Distasters: Motion by Hornstein, second by Lonneman, motion carried to adopt Resolution #523-2016; which authorizes and established directives so the City and PUC crews can participate, and be reimbursed, for work performed during mutual aid events with Adrian's FEMA-approved neighbors who need assistance. RCV 3-yes, 0-no

MINNESOTA MUNICIPAL UTILITY ASSOCIATION (MMUA); 2016-2017 Safety Management Program Contract: Motion by Lonneman, second by Hornstein, motion carried to approve the contract with MMUA to provide Safe Management administration to the City and PUC employees. RCV 3-yes, 0-no

SUEDKAMP ADDITION; Acknowledgement of Contract: Motion by Lonneman, second by Hornstein, motion carried to acknowledge the construction contract to install sanitary sewer, water, and partial storm water infrastructure in the Suedkamp Addition. The motion authorizes Wiese and Heitkamp to sign the documents on behalf of the City.

Friday, August 26, 2016 Preconstruction Meeting: DGR Engineer Gary Kurth has called a Preconstruction Meeting with Henning Construction. Kurth will clarify project expectations regarding the sanitary sewer, water, and partial storm water improvements.

Street Improvements: Kurth forwarded a pro-forma to provide finished streets to thirteen (13) lots of the Suedkamp Addition. The two projects would provide streets for six (6) lots along Ninth Street East and seven (7) lots along Oklahoma Avenue South. The two streets wouldn't join during this phase of the project. The Councilmembers discussed the possibility of installing partial pavement (thinner layer) to avoid additional construction damages when housing construction occurs. A finished layer could then be installed when heavy equipment is off of the street.

ORDERLY ANNEXATION; Township Revenue Disbursements: The City's annexation effort will require a payment to both Olney and Westside Township to acknowledge the revenue loss (taxes) to each of the townships. Heitkamp recommended the Council establish a fixed revenue amount for a specified amount of years. After discussion, motion by Lonneman, second by Hornstein, motion carried to establish an annual payment, to each township, that is equal to 75% of each township's 2016 tax income (from the proposed annexed properties) for a period of three (3) years. RCV 3-yes, 0-no

2017 HOUSING & REDEVELOPMENT AUTHORITY (HRA) BUDGET; Annual Levy: Motion by Lonneman, second by Hornstein, motion carried to acknowledge the HRA's 2017 Budget and the corresponding levy upon the residents of Adrian. Resolution #502-2015 established standards and guidelines for HRA Budget and levy setting procedures. The Council approves the levy for the use of facilitating housing in the City of Adrian. RCV 3-yes, 0-no

ESTABLISHMENT OF AN ALLEY; Between Pennsylvania & Tennessee Avenue: The Councilmembers continued to discuss the establishment of an alley between Pennsylvania and Tennessee Avenues. As previously noted in the minutes, several residents have requested to have an alley established at the afore-mentioned location. Heitkamp stated that a long-time resident visited with him who did not want any additional infrastructure placed for the alley. The resident acknowledged the existing alley easement and the resident's rights to access their properties at this location. This resident believed there was enough room now for access. The Councilmembers will continue to obtain information prior to acting upon additional alley infrastructure.

ADJOURNMENT: With no further business appearing, motion by Hornstein, second by Weiss, motion carried to adjourn the Regular Meeting at 9:00 P.M. RCV 3-yes, 0-no

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

/s/ Mayor Robert A. Wiese