

MINUTES OF PUBLIC HEARINGS & REGULAR
MEETING OF THE ADRIAN CITY COUNCIL HELD
IN THE COUNCIL CHAMBERS OF CITY HALL
MONDAY, AUGUST 27, 2018

CALL TO ORDER: The Public Hearing and 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, Ron Lonneman, Tracy Kunkel, Joe Hornstein, and Dean Von Holtum
Dept. Heads: Administrator/Clerk-Treasurer Bruce A. Heitkamp, Public Works Superintendent Adam Henning, and Police Chief Shawn Langseth

Staff: Deputy Clerk Rita Boltjes

Guests: S.W. Minnesota Housing Partnership's Michele Clarke, Seth & Jocelyn Jacoby, Randy & Tammi Heronimus, Jim LeBrun, Willis & Rose Homan, Stan Wieneke, and Larry & Joy Foster

PUBLIC HEARING; Small Cities Development Program (SCDP):

Call to Order: Mayor Faber called the public hearing to order at 7:00 PM

Hearing Purpose; Upcoming Closing of the SCDP Program: Faber stated the public hearing was called to allow residents to ask questions about, and to offer input about, the SCDP program. Clarke introduced herself as the City's contracted SCDP grant representative. Unfortunately, the SCDP didn't perform as planned. The City did receive twelve (12) applications for assistance. Eight (8) of those applications were deemed viable but only two (2) were funded. It appeared as if another project would be funded but a lead-certified contractor couldn't be acquired. Clarke stated a lack of lead-certified contractors and the low number of viable applications accounted for program challenges.

Public Input: No public input or correspondence was received regarding the SCDP. After reviewing information, motion by Von Holtum, second by Lonneman, motion carried to close the public-input portion of the meeting. RCV 5-yes, 0-no

City Council Acknowledgement: The Council acknowledged the SCDP program's closing at the end of 2018.

Adjournment: Motion by Von Holtum, second by Lonneman, motion carried to adjourn the SCDP public hearing at 7:04 PM. RCV 5-yes, 0-no

PUBLIC HEARING; Alleyway Improvements within the 300-500 Blocks of Pennsylvania & Tennessee Avenue, Respectively:

Call to Order: Mayor Faber called the public hearing to order at 7:05 PM

Hearing Purpose; Proposed Project Introduction and Resident Input: The City is considering to improve the alleyway/easement area between Pennsylvania Avenue and Tennessee Avenue. Faber explained the Council would like input prior to a vote on the improvement.

Public Input: Faber explained that two residents abutting the unimproved easement area offered letters supporting alleyway improvements. The meeting attendees shared their thoughts during the hearing. At least three (3) attending parties did not support alleyway improvements. Others shared their support for alleyway improvements from Third Street East to Sixth Street East. Residents shared concerns about traffic speed on Tennessee Avenue; and whether increased traffic would continue through the improved alleyway. Henning stated that maintaining the alleyway would be easier if it was completed from Third Street East to Sixth Street East. After reviewing all of the input, motion by Von Holtum, second by Lonneman, motion carried to close the public input portion of the hearing. RCV 5-yes, 0-no

Order Improving the Alleyway: The Council continued to discuss the pending alleyway-improvement project. It was noted that a public easement already existed within the alleyway area. After discussion, motion by Von Holtum, second by Lonneman, motion carried to complete the alleyway from Third Street East to Sixth Street East; after a survey of the area is performed. RCV 5-yes, 0-no

Adjournment: Motion by Kunkel, second by Hornstein, motion carried to adjourn the Alleyway public hearing at 7:22 PM. 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 #19798-19881 and the ACH payables as listed on the City Council Accounts Payable Listing: Total Expenditures: \$93,037.44

Consent Agenda-Continued:

MINUTES: The motion, above, also approves/acknowledges receipt of the following minutes/reports:

Council	7/23/18
Park	8/20/18
Ambulance	8/6/18
Fire	8/1/18
Police	7/18
PUC	8/21/18
HRA	8/21/18
Community Development	8/18

Park; Seasonal Camper Storage: The consent agenda action also acknowledged the Park Board’s wishes to offer off-season camper storage for patrons. The Campground will have participants sign a no-fault disclaimer sheet to acknowledge no liability on behalf of the City. A storage fee will be charged.

Ambulance: The Ambulance Service will increase their call rates and loaded mile rate.

PUC Minutes; Personnel Changes and Wage Increases: The consent agenda action acknowledges an employee promotion and an employee wage step increase.

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 the ADA Inspector’s approval, as necessary, and submission of all pertinent information and documents, as required: Zoning, Gambling, & Solicit.

ADRIAN SENIOR CENTER; Proposal to Change Locations and Cost Associated with the Move:

Discussion commenced regarding the Legion’s answer to not host the Adrian Senior Center in their building. Legion members offered other privately-owned sites in Adrian. As other sites can’t receive public funds, the only other reasonable location is the Fire Hall meeting room. By consensus, Heitkamp was directed to derive a cost estimate to make the meeting room a licensed Senior Center.

WELLHEAD PROTECTION: The Council discussed plans to continue wellhead-protection efforts. Heitkamp and Henning will meet with MRWA’s Aaron Meyer and Nobles SWCD’s John Shea to shape the plan. After discussion and by consensus, Heitkamp and Henning were directed to meet with Faber and PUC President David Edwards to further-plan and to continue this effort.

2019 CITY BUDGET; Preliminary Copy: The Councilmembers reviewed the preliminary copy of the 2019 City Budget. The Property Tax levy was the same \$381,675.00 as in 2018. The Nobles Home Initiative (pass-through) levy portion increased from \$8,700.00 (2018) to \$12,500.00. Therefore, the projected Preliminary Levy figure is projected to increase by .97%; at \$394,175.00. The Bond Indebtedness portion of the Budget (levy) is planned to decrease 3.35% from an amount of \$116,740.00 (2018) to \$112,824.00; accounting for the projected overall .02% levy decrease for 2019.

2019 Preliminary Levy: By consensus, the Council directed staff to present a \$394,175.00 Preliminary Levy amount during the September 24, 2018 Council Meeting for Council approval.

Cost of Living Wage Forecast; 2.7%: Heitkamp stated that a 2.7% cost of living increase was used within the 2019 Budget. This increase was listed as a consumer price index estimate.

Health Insurance; 25% Increase: A 25% health insurance increase was also included in the 2019 budget projection; at the same employer and employee cost figures; which may change.

Council Wages: With this being an election year, the Council may choose to increase their wages. A Council wage increase wasn’t included yet but could prior to the final 2019 City Budget.

PERSONNEL; Acknowledge the Hiring of a Patrol Officer: The Councilmembers acknowledged the hiring of Patrol Officer Ashley Markus. Markus will begin her tenure on August 31st.

Non-Exempt Compensation Policy: The Public Utilities Commission offered a recommendation to change the Compensation Time Policy. A brief synopsis of the new policy allows non-exempt employees to bank Compensation Time up to sixty hours; at the discretion of the employee. Balance accruals are paid as overtime after sixty hours. The employee may request that Compensation Time be paid during the 2nd payroll in December; only. After discussion, acted upon with the Consent Agenda vote, the Council approved the new Compensation Time Policy.

Street Maintenance II; Pending Hire: The Councilmembers discussed the logistics of hiring a new Street Maintenance II employee. Faber and Lonneman will join PUC President David Edwards, Henning, and Heitkamp in creating a Hiring Committee. A hiring decision should be made in early September.

TEMPORARY EASEMENT TO MnDOT; 2020 Mill & Overlay Project (Resolution #551-2018):

Motion by Kunkel, second by Von Holtum, motion carried to adopt Resolution #551-2018 which acknowledges a temporary easement, offered to MnDOT, for the use of the Power Plant property during the 2020 Mill & Overlay Project. RCV 5-yes, 0-no

NOBLES COUNTY ALL-HAZARD MITIGATION PLAN; Revised Plan Adoption (Resolution #552-2018): Motion by Von Holtum, second by Hornstein, motion carried to adopt Resolution #552-2018 which acknowledges the recently-revised version of the Nobles County All-Hazard Mitigation Plan. RCV 5-yes, 0-no

CITY COUNCIL; All 2019 Offices Filled for the November 6, 2018 General Election Ballot: Heitkamp notified the Council that incumbent candidates filed to run again for all of the available 2019-2022 Mayor and Council positions. No other parties will be on the General Election Ballot for these positions.

Conduct: Faber explained that everyone at the meeting is expected to use appropriate conduct, during times of City business and/or outside of City business, as they are all representatives of the City.

ADRIAN TOWN & COUNTRY ASSOCIATION (ATC); Council Recognition: By consensus, Heitkamp was directed to invite ATC officers and their members (past and present) to the September 24, 2018 Council Meeting to be recognized for various community contributions.

VACATING AN ALLEYWAY REQUEST; Adrian Auto Service, LLC: Heitkamp stated that Ryan Eidhammer of Adrian Auto Service, LLC requested that a dead-end alleyway abutting either side of his property (north of First Street West) be vacated. After discussion and by consensus, the Council directed staff to prepare for a public hearing to officially consider this request during the September 24, 2018 Council Meeting.

TAX ABATEMENT INQUIRY; 2018 Annexed Properties from Olney Township: Motion by Von Holtum, no second was offered, no vote took place to call for a public hearing to consider tax abatement for properties annexed from Olney Township into Adrian in 2018. Prior to the motion, Von Holtum offered his opinion regarding recent Nobles Home Initiative tax-abatement recipients and his belief that tax abatement would be appropriate for the recently-annexed parties.

PRIMARY ELECTION; August 14, 2018: Heitkamp stated that sixty six (66) Adrian residents voted during the Primary Election. The Council acknowledged the work being performed by the Election Judges.

NEXT PUBLIC HEARING & REGULAR COUNCIL MEETING; Monday, September 24, 2018: The Council will convene on Monday, September 24, 2018 at 7:00 PM within the Adrian Government Center's Council Chambers to hold a public hearing (vacate an alleyway). The Regular Meeting will be held immediately after the public hearing.

ADJOURNMENT: With no further business appearing, motion by Kunkel, second by Von Holtum, motion carried to adjourn the Regular Meeting at 8:53 P.M. RCV 5-yes, 0-no

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

/s/ Mayor John W. Faber