

MINUTES OF THE REGULAR MEETING
OF THE ADRIAN CITY COUNCIL HELD
IN THE COUNCIL CHAMBERS OF CITY
HALL MONDAY, AUGUST 28, 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
Guests: Don Wolf

PUBLIC HEARING; Variance Wolf: 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 Don Wolf. The variance is for property located at 409 Fifth Street W. and with the purpose of constructing a storage shed at a minimum of one (1) foot 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 Don Wolf's attendance. No other members of the public were in attendance. After brief discussion and input from Wolf, motion by Von Holtum, second by Lonneman to close the public input portion of the hearing. RCV 5-yes, 0-no

Motion by Lonneman, second by Hornstein, motion carried to approve the variance request submitted by Don Wolf. The motion approves the variance request for a storage shed, constructed one (1) foot from Wolf's south property line, at 409 Fifth Street West; Lot 16 & North ½ of 15, Block 36, First Addition, City of Adrian, Nobles County, Minnesota. RCV 5-yes, 0-no

Motion by Von Holtum, second by Lonneman, motion carried to adjourn the public hearing at 7:02 P.M. RCV 5-yes, 0-no

CONSENT AGENDA: Motion by Von Holtum to approve the Consent Agenda and accepting the Park Board's recommendation to construct eleven (11) new camping sites at the Adrian Municipal Campground. Prior to receiving a second to that motion, Hornstein entered a motion to table a decision on the new campsites for a month. Von Holtum then rescinded his prior motion. Von Holtum then seconded Hornstein's motion, thus approving the following consent agenda items and tabling a decision regarding the eleven (11) campsites at the Adrian Municipal Campground. 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 #19037-#19120 and the ACH payables as listed on the City Council Accounts Payable Listing: Total Expenditures: \$145,400.97

Fire Relief Assn Investments: Wells Fargo 7/31/17 Monthly Report

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

Approved:

Council	7/20/17 (Sp) & 7/24/17 (Reg)
Park	8/21/17
Ambulance	8/7/17
Fire Relief	8/2/17
Fire	8/2/17
Police	7/17
Public Utilities Commission	8/15/17
HRA	8/15/17
Community Development	8/17

Park Board-Campground; Additional Sites: As was stated in the Consent Agenda Action, the Council discussed the addition of eleven (11) new seasonal sites on the south side of the Campground. The Council will further-investigate the topic and reintroduce it at a future Council Meeting. Further input from the Park Board is requested regarding the best option to improve the Campground's future.

Police; Truck Parking Progress: Brief discussion took place regarding truck parking in Adrian and the Police Department's efforts to not allow truck parking on City streets.

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

ANNEXATION; Update: The Councilmembers discussed the August 25, 2017 Annexation Hearing. Heitkamp shared information regarding Olney Township's request to be removed from the Annexation Hearing; which was granted by the Office of Administrative Hearings. In doing so, Olney Township consented to an Orderly Annexation process (City Resolution #525-2016) to annex five (5) parcels into

Adrian's Corporate City Limits. The Councilmembers that were present for the Hearing (Faber, Von Holtum, & Hornstein) shared their thoughts. As was discussed, Chief Administrative Law Judge Tammy Pust will now reflect upon the Hearing testimony and will offer her decision regarding the annexation of the four (4) Westside Township parcels. Judge Pust's decision may take several months to receive.

Resolution #525-2016; Acknowledgement and Signature Amendment: Motion by Hornstein, second by Von Holtum, motion carried to acknowledge Resolution #525-2016; which was offered to Olney Township in December of 2016 for an Orderly Annexation Process. Olney Township initially refused Resolution #525-2016 and an Orderly Annexation Process. As a part of this motion, signatures were changed to acknowledge the end of Mayor Robert A. Wiese's term and the current term of Mayor John W. Faber. Heitkamp was directed to resend the signed copies of Resolution #525-2016 so Olney Township Officials can sign them and officially act upon the Orderly Annexation. RCV 5-yes, 0-no

SUEDKAMP ADDITION; Update: Henning stated that a Frontier Communications phone line was found and that it had to be removed. It took several weeks and nearly a month to remove this phone line. Heitkamp explained the phone-line delay also delayed Reker Construction's schedule. This will likely be acknowledged in documents that Engineer Gary Kurth will provide. The phone line is now removed and Reker Construction will commence the construction of Ninth Street East to State Hwy 91. Carl V. Carlson, the curb & gutter contractor, will begin their work after the street aggregate is placed. Duininck Construction will then install the pavement to complete the Suedkamp Addition construction. Project completion is now projected for the end of September, 2017; instead of the end of August, 2017.

Lot Sales: By consensus, the Councilmembers decided to wait until the project's completion to review plans for the Suedkamp Addition's lot sales. The Councilmembers acknowledged that seventeen (17) lots have already been through the auction process and can now be sold at any time.

Possible Special Meeting: Mayor Faber suggested that he may call a Special meeting prior to the September 25, 2017 Regular Council Meeting if sufficient construction progress is made. The week of September 18, 2017 was offered as a possible date range for a Special Meeting.

2018 CITY BUDGET; Review: Discussion commenced regarding the Preliminary 2018 City Budget (Budget) and the corresponding levy. Boltjes and Heitkamp shared the details of the Budget. Heitkamp shared that recent news of a 38% health insurance increase was made known. The Budget was found to be in a "purchase of investment" (positive) position prior to the knowledge of the health-insurance increase. The health insurance increase now leaves the Budget in a "sale of investment" (negative) position of (\$12,066.00). The Councilmembers agreed that additional alterations will be needed to offer a Preliminary Budget and corresponding levy. A Preliminary Levy amount during the September 25, 2017 Regular Meeting; perhaps even in the afore-mentioned Special Meeting. Total wage & benefit information was requested for the next Council Meeting (September 25, 2017 or a Special Meeting).

Health Insurance; Future Package: Heitkamp stated that he was currently soliciting the input of the health-insured employees regarding a future health insurance package. A survey was distributed and the results of that survey should be known soon.

MINNESOTA MUNICIPAL UTILITIES ASSOCIATION (MMUA); 2018 Safety Program Fees: By consensus, the Council acknowledged the Public Utilities Commission's action to renew the Safety Program with MMUA.

RESOLUTION #537-2017; Cost-Share Projects on Trunk Highway 91: Motion by Lonneman, second by Von Holtum, motion carried to adopt Resolution #537-2017. The Resolution acknowledges sidewalk and turn lane projects the City will financially participate with; if required. This resolution is required as the result of an agreement with MnDOT; in order to quickly receive a temporary access permit to connect Ninth Street East to Trunk Highway 91. These projects are proposed to take place in the year 2020 when Trunk Highway 91 is scheduled to be maintained (overlay project). RCV 5-yes, 0-no

SMALL CITIES DEVELOPMENT PROGRAM (SCDP); Progress Report: The Council discussed the slow progress of the Small Cities Development Program. Heitkamp shared the details of a discussion with Southwest Minnesota Housing Partnership's Michele Clarke. Clarke shared that she'd assist by marketing Adrian's SCDP Program on her organization's Facebook page. Heitkamp stated that Clarke is willing to answer any questions Councilmembers have and she extended an invitation for dialogue.

USE OF SOCIAL MEDIA; Creation of a City Facebook Page: Heitkamp shared a recent success story of an Adrian Ambulance Member who used Facebook to recruit Ambulance Members. Discussion then took place regarding the use of Facebook to share City information. After discussion, and by consensus, the Councilmembers consented to the use of Facebook and other forms of social media (perhaps future media). Prior to approval, Heitkamp explained that he recalled seeing a policy that restricted Internet use. Hornstein recommended review of this policy.

ADJOURNMENT: With no further business appearing, motion by Hornstein, second by Lonneman, motion carried to adjourn the Regular Meeting at 8:15 P.M. RCV 5-yes, 0-no