

Pursuant to due call and notice thereof, a City Council Meeting was duly held in the City Council chambers at 7:00 p.m. on the 14th day of January, 2014. The following members were present: Mayor Mike Engel, Council Members, Fred Barsness, Richard Nielsen, Russ Thurmes, and Bryan Haugen. Also present: Administrator Mark Vahlsing, and Attorney Scott Riggs.

CITIZEN COMMENTS

None

ADOPT AGENDA

Motion by Nielsen seconded by Thurmes to approve the agenda as presented. Motion carried 5-0-0.

CONSENT AGENDA

Motion by Haugen seconded by Nielsen to approve the Consent Agenda, which includes payment of check numbers 60148 through 60274; 2078E through 2093E; and additional checks 60297 through 60313. Motion carried 5-0-0.

PRESENTATIONS

None

ENGINEERING

Wastewater Treatment Facility Project

Update

Administrator Vahlsing provided an update on the Wastewater Treatment project. Mostly interior work on several building is currently underway.

Change Order

Administrator Vahlsing reviewed the proposed change order for the wastewater plant project. The Change order contained five parts. The overall change order would result in a net \$1,588 deduct. The Council had concerns with the change order resulting in delays to the project. Administrator Vahlsing stated that there the contractor had not provided an estimated completion time for some of the work contained in the change order.

Councilman Nielsen expressed concern that if the change order was approved the contractor would expect an extension in the project completion time. Motion by Haugen, seconded by Nielsen to approve the change order contingent on receiving a response from the contractor and any delays caused by the change order shall be no more than 14 days beyond the project substantial completion date. Motion carried 5-0-0.

Pay Request #5 for Winona Mechanical

Motion by Nielsen, seconded by Thurmes to approve Pay Request #5 in the amount of \$98,354.93. Motion carried 5-0-0.

2013 Sewer Improvement Project Update

Administrator Vahlsing stated that RAW would not be able to complete seal coating to the 3rd Street and Red Wing Avenue project areas. They have offered to agree to the City retaining \$2,775 toward the seal coating cost. Councilman Barsness expressed concern with agreeing to the retention amount at this time. He stated that the City should wait until spring to assess the amount of retainage the City should hold back. Motion by Barsness, seconded by Haugen to table accepting proposal and the amount of retainage to withhold. Motion Carried 5-0-0.

434 Trondheim Road Update

Administrator Vahlsing updated the Council on the status of the property demolition. Stantec had completed the specification for the house demolition, and they have been distributed to interested contractors. All quotes must be received by the end of January 2014.

LEGAL

2014 Appointments and Designations

- Planning Commission – 2 Year Term – Donald Woodward, Dennis Wickum, Dan Lexvold
- Public Utility Commission – 3 Year Term – Scott Swenhaugen
- Library Board – 3 Year Term – Phil Maring, Bonnie Aase Roach
- Economic Development Authority – 4 Year Term – Fred
- Historic Preservation Commission – 3 Year Term – Lois Estrem, Russ Thurmes, Herb Castle

- Park & Recreation Committee – 3 Year Term – Jeanette Baalson, Beth Blakstad, Lacey Boesen, Paula Clark
- Miscellaneous Appointments
 - a. Acting Mayor – Fred Barsness
 - b. Legal Newspaper – Kenyon Leader
 - c. Depository – Security State Bank
 - d. City Attorney – Scott Riggs, Kennedy & Graven
 - e. Prosecuting Attorney – David Jacobsen, Hero, Jorstad & Jacobsen Law Firm, PA
 - f. City Engineer – Joe Palen, Stantec
 - g. City Auditor – Smith, Schafer and Assoc., Ltd
 - h. Financial Consultant – Springsted
 - i. Investments – As Allowed Per Minnesota Statutes
 - j. Deputy Clerk – Pam Blow
 - k. Weed Inspector – Mike Engel
 - l. Audit Committee – Rick Nielsen, Sue Dodds and Mark Vahlsing
 - m. Personnel Committee – Mike Engel, Fred Barsness and Mark Vahlsing
 - n. Liquor Committee – Diane Barrett, Rick Nielsen, Russ Thurmes and Mark Vahlsing
 - o. Kenyon Fire Relief Association – Mike Engel, Mark Vahlsing

Motion by Nielsen, seconded by Barsness to approve 2014 appointments. Motion carried 5-0-0.

Resolution 2014-01: Establishing License Fees and Compensation

Motion by Nielsen, seconded by Thurmes to approve Resolution 2014-01. Motion Carried 5-0-0.

VFW Annual Dance Permit

Annual Tobacco Licenses

Kenyon Municipal Liquor Store, Kenyon Motor Mart, Fred's IGA Foods, River Country Co-Op

Annual Sidewalk Obstruction Licenses

Jerry's Ace Hardware, Papa's Family Restaurant, Kenyon VFW Post 141, Kenyon Leader, Write On, Schweichs

Motion by Thurmes, second by Nielsen to approve permits and licenses above. Motion carried 5-0-0.

Waste Management License Agreement

Administrator Vahlsing reviewed the draft license agreement with Waste Management Inc. Motion by Barsness, seconded by Thurmes to approve issuance of a residential and commercial refuse and commercial recycling license to Waste Management Inc. Motion carried 5-0-0.

Annual Refuse and Recycling Licenses

The City received a letters from Flom Disposal and Gibson Sanitation requesting approval to offer regular commercial refuse pick-up. Flom's 2013 license allows temporary roll off and residential recycling pick-up. Flom was also interested in residential garbage pick-up if the City is interested either now or in the future.

Motion by Barsness second by Nielsen to approve 2014 licenses for Goodhue County Public Works (recycling) and Flom Disposal for residential recycling and temporary sanitation pickup (construction, cleanup, demo etc.). Motion carried 5-0-0. Motion by Nielsen, seconded by Engel to approve Gibson Sanitation for a license for temporary sanitation pick-up (construction, cleanup, demo etc.) Motion Carried 5-0-0.

Update on Hazardous Property at 626 2nd Street

Administrator Vahlsing stated that work was continuing on the lower level and support structure of the building. The deadline to complete the required improvements was February 8, 2014

OLD BUSINESS

Update on Township Fire Contracts

Administrator Vahlsing updated the Council on the status of the committee to review alternate funding formulas for the 2015 fire contracts. Responses had only been received from one township to date. Vahlsing planned to schedule the first meeting in late February or March, 2014.

Security Camera Quotes

Administrator Vahlsing informed the Council that two quotes had been received for a Closed Circuit Camera system. Quotes included City Hall, Police building and Municipal Liquor Store. The quotes received were from Custom Alarm and Wright-Hennepin (WH) Security. The quotes were \$9,700 from Custom Alarm and \$11,610 from WH Security. The quotes differed in the types of cameras, and number of DVR units that would be installed. Councilman Thurmes asked who would have access

and if the cameras could be viewed remotely. Councilman Nielsen suggested that the City should have the systems demonstrated to compare equipment.

Adopt Strategic Priority Plan

Administrator Vahlsing updated the council on the status of the Strategic Plan. A public meeting was held on December 17, 2013. Comments were received on the draft plan. The Fire Hall continues to be the most discussed item contained in the plan. Motion Nielsen, seconded by Thurmes to adopt 2014-18 Strategic Plan. Motion carried 5-0-0.

Formation of Fire Hall Committee

Administrator Vahlsing recommended that the Council appoint nine to ten people to serve on a committee to review options for a new fire department facility. He suggested that he and the Fire Chief should serve on the committee, along with two Council members. The remainder of the members could be at-large appointments. He suggested that the City seek the names of volunteers over the next month. The Council could then make appointments at the February meeting.

NEW BUSINESS

Resolution 2014-02: A Resolution Authorizing Acceptance of 2013 Donations

City Attorney Riggs stated that this was a requirement for any donations received by the City in 2013.

Motion by Nielsen, seconded by Thurmes to approve Resolution 2014-02. Motion carried 5-0-0.

Council Payment for Committee Meeting Attendance

Administrator Vahlsing stated that currently the only committee that the Council receives additional payment for serving on is the Personnel Committee. The Council members and Mayor serve on other committees including Planning Commission, HPC, liquor, Park Board and others. To be consistent, he asked the Council to decide if they should be paid for all committees or none. For serving on the Personnel Committee the Mayor is paid \$50 a meeting and the Council representative is paid \$35 per meeting. Motion by Barsness, seconded by Nielsen to set a policy that Council members and Mayor would not be paid for serving on Boards, and Commissions. Motion carried 5-0-0.

Formation of Carriage and Cutter Day Committee for 2015

Administrator Vahlsing stated that the Jaycees has notified the City that they will not be able to continue to coordinate the Carriage and Cutter Day after this year's event. The Kenyon Chapter may not have adequate members to continue through the end of the current year. If Carriage and Cutter is to continue beyond this year, a new committee or organization will need to coordinate the event. Mayor Engel stated that the City should advertise for a group to take over that event.

Review Options for Street Sweeper Replacement

Administrator Vahlsing stated that Public Works Superintendent Baalson is requesting that the Council discuss replacing the Street Sweeper later this year. In the past, the City has purchased sweepers that are 8-10 years old. Most of these types of units come from larger cities. Due to the age of the current street sweeper, a replacement should be considered in the short term. The City has purchased pre-owned sweepers in the past from McQueen Equipment in St. Paul. McQueen will be taking a 2004 Elgin sweeper from the City of Minnetonka in trade. This sweeper is in very good condition with relatively low miles and hours for a unit of this age. A summary sheet on that unit and two others was included in the packet. Two sweepers that McQueen has for sale are included for comparison and these sweepers have higher usage and price. The City would get \$10,000 for trade on the old sweeper. He also stated that a final decision on the purchase would not need to be made at this council meeting, but we would like to tell McQueen if the City is interested in the Minnetonka unit. A final decision would not be needed until April or May. Also, with interest rates being so low Vahlsing is looking into options for a capital lease that could finance the purchase. The consensus of the Council was to support the concept and to notify McQueen that the City was interested in the sweeper from the City of Minnetonka.

Street Light on 6th and Huseth St.

Administrator Vahlsing stated that a business has requested that the street light in front of their building be turned back on in the area of 6th Street and Huseth. In that area the council previously approved shutting off half of the street lights, and since this was a council action, turning on all (or one) of the lights again would require Council approval. The monthly cost to run each light is \$11.79. Motion Haugen, seconded by Nielsen to approve turning on street light in front of Ag Reliant on Huseth Street. KMU will bill Ag Reliant for the prorated energy usage of approximately \$11 per month. Motion carried 5-0-0.

OTHER BUSINESS**Appointment to National League of Cities Transportation & Infrastructure Policy Committee Administrator Vahlsing**

Administrator Vahlsing has been appointed to an NLC National Policy Committee. Most of the Committee work is done electronically. The committee meets twice a year. Vahlsing stated that he may want to attend one of the meetings but would bring more information back to the Council.

Schedule of Upcoming Meetings

EDA Meeting: Tuesday, January 28th @ 8 a.m.

SEMLM Annual Meeting: Thursday, January 30th in Stewartville

City Council Meeting: Tuesday, February 11th @ 7 p.m.

2014 Board of Appeal and Equalization: Thursday, April 10th @ 5:30 p.m.

COUNCIL AND STAFF GENERAL COMMENTS

Mayor Engel read information about an upcoming energy workshop in Kenyon. Mayor Engel also thanked the staff, council and community for making his first year as mayor interesting and a productive. He is looking forward to this year.

Motion Nielsen, seconded by Haugen to adjourn the meeting at 8:35 p.m. Motion Carried 5-0-0.

Mark Vahlsing, City Administrator

Michael Engel, Mayor