

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 14<sup>th</sup> day of April, 2015. The following members were present: Mayor Mike Engel, Council Members, Fred Barsness, Richard Nielsen, Russ Thurmes, and Doug Henke. Also present: Administrator Mark Vahlsing, Engineer Joe Rhein, Attorney Scott Riggs, Administrative Assistant Pam Blow, and Police Chief Sjolander.

### **CITIZEN COMMENTS**

None

### **ADOPT AGENDA**

Motion by Nielsen seconded by Thurmes to adopt the agenda as published. Motion carried 5-0-0.

### **CONSENT AGENDA**

Motion by Nielsen seconded by Thurmes to approve the Consent Agenda, which includes payment of check numbers 62573 through 62722; 2331E through 2345E and additional checks 62723 through 62735. Motion carried 5-0-0.

### **PRESENTATIONS**

#### **Oath of Office for Kenyon Police Department Officer Amy Reding**

Chief Sjolander introduced Officer Reding and she was sworn in.

### **ENGINEERING**

#### **Update on Feasibility Work – 1<sup>st</sup> Street Reconstruction Project**

According to Engineer Rhein, the televising has been completed for the sewer mains that were accessible. The next step is to gain access to televise private sewers.

#### **Preliminary Review of Tennis Courts**

According to Administrator Vahlsing - A report was presented to the Park and Recreation Committee regarding the tennis courts located at the old Kenyon High School property and owned by First Lutheran Church. Due to the age and condition of the courts, they would need total reconstruction. The Park and Recreation Committee will do a survey in the community to see if there is a need for this type of amenity.

### **LEGAL**

#### **Update on St. Marc Materials – Chris Hanke**

According to Administrator Vahlsing, Goodhue County is reviewing a building permit submitted by Mr. Hanke. A state plumbing permit will need to be obtained as well. Attorney Riggs noted that the lease with the City of Kenyon will expire 120 days from February 12, 2015. At this time, Mr. Hanke is complying with the development agreement.

#### **DNR Cooperative Fire Protection Agreement**

According to Administrator Vahlsing, this is a renewal of an agreement the Fire Department has with the DNR that provides reimbursement for grass fires. Attorney Riggs noted that the agreement needs to be signed by the Mayor and Administrator Vahlsing.

Motion by Barsness, seconded by Nielsen to approve the Fire Protection Agreement. Motion carried 5-0-0.

### **OLD BUSINESS**

#### **Lawnmower Purchase – Kenyon Public Works**

According to Administrator Vahlsing, quotes were received from Traxler Power & Equipment and SEMA in Wanamingo for lawnmowers. The Public Works department prefers the John Deere model Z930M (SEMA). Administrator Vahlsing noted that the John Deere model is less expensive by over ten percent. Councilman Henke noted that SEMA offered a better trade-in on the old lawnmower, and commented that personally, the John Deere model is more comfortable and has easier maintenance.

Motion by Henke, seconded by Engel to approve the purchase of the 2015 John Deere Model Z930M from SEMA. Motion carried 5-0-0.

#### **Municipal Pool Repairs – Sandblasting & Painting**

Administrator Vahlsing noted that this project could be done next year and probably wouldn't be more expensive if it were delayed. Public Works employee Wayne Ehrich noted that the perimeter of the pool is much deteriorated and the concrete needs repairing. Councilman Nielsen commented that he would recommend maintaining things as they need it. Mayor Engel wondered if the lower bid

includes repairing the coping around the pool. Administrator Vahlsing asked Attorney Riggs if he would be able to authorize the higher quote if the lower one does not check out. Attorney Riggs commented that the council could approve the lower proposal with a not to exceed amount to repair the decking.

Motion by Engel second by Nielsen to approve the proposal by Commercial Pool, authorize staff to get an estimate for coping repair with a not to exceed total cost of \$25,000. Motion carried 5-0-0.

#### **Update on Goodhue County Solid Waste Plan**

Administrator Vahlsing noted that there is on-going discussion regarding a Goodhue County Ordinance that would require the processing of all solid waste through the City of Red Wing at the Xcel incinerator. There is no cost control over what the City of Red Wing would charge for tipping fees, according to Administrator Vahlsing, and the ordinance would be for twenty years. The latest draft of the County Solid Waste Ordinance would only require waste from cities to be hauled to Red Wing. Those who live outside the cities in the County would not be required to have their waste hauled to Red Wing. This would not be fair to the taxpayers who reside within cities in Goodhue County and would potentially further increase costs to them. The County Board appears to be split on support of this proposed ordinance, but with two new commissioners, it may pass.

#### **Possible Purchase of 2015 1-ton (3500) Truck with Dump Box – Public Works Department**

Administrator Vahlsing reviewed three quotes that had been received by the City for a one ton truck with a dump box. The City has received quotes from Peterson Ford, Walser Chevrolet in Owatonna, and Harry Brown Motors in Faribault. It was noted that it is important that the new vehicle have a power lock and windows package.

Motion by Engel, second by Barsness to authorize the purchase of the 2016 Ford F350 with power package from Peterson Ford. Motion carried 5-0-0.

#### **NEW BUSINESS**

##### **Liquor License Renewal for Kenyon Country Club.**

Motion by Thurmes, second by Nielsen to approve the license renewal. Motion carried 5-0-0

##### **Approve Appointments to Historic Preservation Commission**

Administrator Vahlsing noted that there will still be one vacancy on the commission after this appointment.

Motion by Haugen, second by Nielsen to approve the appointment of Mary Phipps and Mike Engel to the HPC. Motion carried 5-0-0.

##### **Approve Kenyon Senior Living 5K Fun Run/Walk**

Motion by Barsness, second by Henke to approve the route for the 5k event to be held Saturday, May 16, 2015. Motion carried 5-0-0.

##### **Resolution 2015-05: Resolution in Opposition of a Potential Zip Rail Line**

Motion by Engel, second by Thurmes to approve Resolution 2015-05. Motion carried 5-0-0

#### **OTHER BUSINESS**

##### **Schedule of Upcoming Meetings**

2015 Board of Appeal and Equalization: Thursday, April 23<sup>rd</sup> @ 5:30 p.m.

EDA Meeting: Tuesday, April 28<sup>th</sup> @ 8 a.m.

Goodhue County Board Mtg. in Kenyon – Tuesday, May 5<sup>th</sup> @ 10:00 a.m.

City Council Meeting: Tuesday, May 12<sup>th</sup> @ 7 p.m.

#### **COUNCIL AND STAFF GENERAL COMMENTS**

Council member Barsness welcomed new Police Officer Amy Reding to the KPD staff.

Motion Nielsen, seconded by Thurmes to adjourn the meeting at 8:00 p.m. Motion carried 5-0-0.

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Pam Blow, Administrative Assistant

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Michael Engel, Mayor

Pursuant to due call and notice thereof, a Special City Council meeting was duly held in the City Hall conference room on the 14th day of April, 2015. The following members were present: Mayor Mike Engel, Council members, Fred Barsness, Richard Nielsen Russ Thurmes and Doug Henke. Also present: City Administrator Mark Vahlsing, City Attorney Scott Riggs, Fire Chief John Lee, and City Engineer Joe Rhein

Mayor Engel called the special meeting to order at 8:10 pm. He stated that the purpose of the Special meeting was to discuss the status of land acquisition for a new Fire Department facility.

Motion by Nielsen Second by Barsness to go into CLOSED SESSION. Pursuant to Minnesota Statutes Sections 13D.05, subdivision 3(c), to review confidential appraisal data and to review and consider strategies and to develop or consider offers or counteroffers for the purchase or acquisition of real property for the Fire Hall, with such properties located at: 615 Centennial Drive. Property owned by Foldcraft Inc. Motion Carried 5-0-0

Motion by Nielsen, Second by Henke to resume open session. Motion Carried 5-0-0

### **Fire Hall Project issues discussion**

#### General Project Issues

City Engineer Rhein reviewed cost options for extending water to the possible site location on the Foldcraft property. The estimated cost to extend water to the site would be approximately \$34,000. Other options including installing a fire hydrant on the south side of that property were also reviewed by the City Engineer. He also reviewed estimated costs for a survey of the property.

City Attorney Riggs discussed options for subdividing or platting the property.

#### Bolton and Menk – Fire Facility Concept Design Services Proposal

City Engineer Rhein reviewed options and costs to develop architectural site plans and building sketch plans. He estimated the cost to be in the range of \$14,000.

Motion by Nielsen second by Thurmes to adjourn the special council meeting at 9 05 p.m. Motion Carried 5-0-0.

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Mark Vahlsing, City Administrator

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Michael Engel, Mayor

Pursuant to due call and notice thereof, a Board of Equalization and Appeals meeting was duly held in the City Council Chambers at 5:30 p.m. on the 23<sup>rd</sup> day of April, 2015. The following members were present: Mayor Mike Engel, Council Members Fred Barsness, Russ Thurmes, and Richard Nielsen. Absent: Doug Henke. Also present: Administrative Assistant Pam Blow. Representing the Goodhue County Assessor's Office were Peggy Trebl, and Mike Frankenberg.

The board was called in session at 5:38 p.m.

Mr. Frankenberg noted that the purpose of this meeting is to discuss the valuation for 2015 assessments, payable in 2016 only.

**James Miner**

**66.660.0320**

According to Mr. Miner, this parcel adjoins the house property and the valuation was more than doubled for this year. Mike Frankenberg noted that this property was re-evaluated during the normal process of the Assessor's Office of viewing 1/5 of City properties each year. The adjustment for topography was reduced, and according to Frankenberg, the property was flat and usable; though not buildable. For that reason the property value was changed from \$1,800 to \$4,200. Mr. Miner would like it noted that drainage from other lots goes through this parcel.

Mr. Frankenberg explained about Market Value Exclusion that took the place of the Homestead Credit. As the value of the property goes up, the exclusion amount goes down and is set by the State of Minnesota (based on \$76,000 maximum value).

**Keith Cook**

**1202 Highway 60 Blvd.**

**66.640.0150**

Mr. Cook feels his property is over-valued at \$223,100. Frankenberg noted that this property consists of 5.6 acres, and the valuation of the land is based upon values used throughout the County; i.e.; the first acre for the home site is valued at \$60,000; and the remaining 4.44 acres is valued at \$5,000 per acre. Mr. Frankenberg informed Mr. Cook that he could look for comparable sales out in the township if he wished. Mr. Cook noted that a portion of his property is a ravine and not useable. Mr. Frankenberg suggested that the portion of the property that is over five acres (.44 acre) could be put into "waste" value classification.

Councilman Barsness commented that Miner's property had a large change and hoped that it would remain at the new value. Frankenberg noted that it would change if all values go up.

Motion by Nielsen, seconded by Engel to recommend no change in proposed valuation for the Miner property (valuation \$4,200). Motion carried 4-0-0.

Motion by Thurmes, seconded by Nielsen to approve the recommendation of a \$1,800 reduction in value for the Cook property (from \$223,100 to \$221,300). Motion carried 4-0-0.

**All Seasons Community Services**

**66.160.0030** - \$11,000 reduce to \$4,500

**66.640.0040** - \$900 increase to \$1,200

**66.160.0010** - \$22,200 reduce to \$9,400

Mr. Frankenberg noted that all three parcels were sold after the January 2, 2015 assessment date deadline and the Assessor's office is recommending the changes noted above. Councilmember Barsness commented that there is an old slaughter house on 66.160.0010 and it has no value and there is not an access to the site. The buyer of the properties paid \$12,093 for all of them and they are wooded properties with a creek running through them.

Motion by Barsness, seconded by Thurmes to approve the recommended changes in value for the three parcels of All Seasons Community Services. Motion carried 4-0-0.

Motion by Barsness second by Nielsen to adjourn the Board at 6:32 p.m.

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 12<sup>th</sup> day of May, 2015. The following members were present: Mayor Mike Engel, Council Members, Fred Barsness, Richard Nielsen, Russ Thurmes, and Doug Henke. Also present: Administrator Mark Vahlsing, Engineer Joe Rhein, Attorney Scott Riggs, Administrative Assistant Pam Blow, and Police Chief Sjolander.

### **CITIZEN COMMENTS**

None

### **ADOPT AGENDA**

Motion by Nielsen seconded by Thurmes to adopt the amended agenda as published. Motion carried 5-0-0.

### **CONSENT AGENDA**

Motion by Nielsen seconded by Thurmes to approve the Consent Agenda, which includes payment of check numbers 62736 through 62889; 2346E through 2360E and additional checks 62890 through 62898. Motion carried 5-0-0.

### **ENGINEERING**

#### **Update on Feasibility Work – 1<sup>st</sup> Street Reconstruction Project**

According to City Engineer Rhein, the televising for all the main sewers should be done by the next meeting, and a notice will be sent to gain access to homes with private sewer lines. Rhein commented that this project is more extensive than the 3<sup>rd</sup> Street project was because there are more homes included in this proposed project area.

#### **Fire Facility Project – Space Needs Analysis**

City Engineer Rhein stated that if the city wants to continue with the Fire Facility project, a Space Needs Analysis should be compiled. Then a block diagram of a proposed building can be created. According to Engineer Rhein, he and the architect would meet with the Fire Facility Committee to determine the space needs. The cost of this project, which would include color renderings of the exterior and cost, would be \$7,250. Administrator Vahlsing commented that this is the next step in the design development and is not dependent on having a site chosen for the location of the building. Motion by Nielsen, second by Thurmes to authorize the space needs study. Motion carried 5-0-0.

### **LEGAL**

#### **Update on St. Marc Materials – Chris Hanke**

Attorney Riggs noted that Mr. Hanke appears to be responding to the terms of the development agreement, and if he complies, there will be no foreclosure.

#### **Approve Lease Agreement for Taco Express (Luis Tellez)**

Motion by Engel, seconded by Nielsen to approve the agreement for 2015. Motion carried 5-0-0.

#### **Nuisance Property at 223 Langford Avenue**

According to Administrator Vahlsing, there are multiple vehicles and large trucks along with debris at this property. There has been some effort to clean up, and the homeowner has talked to Chief Sjolander regarding this issue. The next step would be a public hearing for abatement and the City would go to court to gain access to the property. Administrator Vahlsing also stated that the owner has made some progress in cleaning up the site, and could be given another month to comply. Motion by Barsness, second by Henke to table this matter to next month. Motion carried 5-0-0.

#### **Discuss Counter Offer for the Purchase or Acquisition of Real Property for the Fire Hall Located Adjacent to Foldcraft Property at 615 Centennial Dr.; PID 66-375-0040**

Attorney Riggs noted that he prepared a resolution approving the purchase agreement for the Foldcraft property. The purchase agreement includes some provisions that were based upon other meetings regarding the purchase of the property. The property description will need to be inserted into the purchase agreement. Attorney Riggs also stated that the legal description has to be approved by the Goodhue County Recorder's Office. Riggs said the City would need to do a minor subdivision to create a separate parcel, and the City would cover the cost of a survey. Mayor Engel commented that the price is reasonable, and Councilman Henke noted that it is a good value. Councilman Barsness agreed and noted that we need to keep moving forward in this process.

#### **Resolution 2015-06: Resolution authorizing the purchase of a portion of Foldcraft Co. Property for the fire hall project**

Motion by Nielsen, second by Thurmes to approve Resolution 2015-06. Motion carried 5-0-0.

**OLD BUSINESS****Update on Municipal Pool Repairs – Sandblasting & Painting**

Administrator Vahlsing said that the pool painting contractor would not be able to start work until around May 18. Starting the painting this late would delay the opening of the pool. Public Works Superintendent Steve Baalson felt it would be better to paint the pool in the fall. Vahlsing will contact the painting contractors and check on pricing and availability to do the work in the fall.

**NEW BUSINESS****Approve Hiring of Lifeguards & Pool Manager**

Motion by Barsness, second by Henke to approve the hiring of the employees listed on the agenda. Motion carried 5-0-0.

**Approve Liquor License FVW Post 141 – Club License**

Motion by Thurmes, second by Nielsen to approve the license for the VFW. Motion carried 5-0-0.

**Amend Solid Waste Haulers License to Allow Regular Commercial Pickup**

Administrator Vahlsing commented that he had received calls from business owners who wished to get quotes from other refuse haulers (besides Waste Management). Vahlsing noted that the license the City has with WM is for residential refuse. As such, the City controls the rates and billing. Commercial refuse isn't covered under the Administrative policy governing solid waste. According to Administrator Vahlsing, Flom Disposal and Gibson Sanitation have requested to amend their current licenses to allow them to provide commercial refuse services.

Motion by Engel, second by Nielsen to authorize commercial solid waste and recycling pickup by Flom Disposal and Gibson Sanitation amending their current licenses. Motion carried 5-0-0.

**EDA Land Acquisition – Cemstone Property (Information)**

Administrator Vahlsing stated that the EDA discussed the possible acquisition of the Cemstone Property at their April 28<sup>th</sup> meeting. The company has previously stated that they are interested in selling the site to the EDA and they would be willing to remove the cement plant, and leave the block garage building on the site. The EDA approved making a formal offer on the property. The City Attorney is finalizing the draft purchase agreement.

**Request for Outdoor Band on May 30<sup>th</sup> – Liquor Store**

Motion by Barsness, second by Henke to approve the temporary closure of the alley by the Municipal Liquor Store on May 30<sup>th</sup> for an outdoor band concert. Motion carried 5-0-0.

**LMCIT Liability Coverage Waiver Form**

According City Attorney Riggs, the Council must decide on an annual basis if the City will elect to waive State statutory limits for liability insurance coverage.

Motion by Engel, second by Thurmes to indicate that the City does not waive liability coverage limits. Motion carried 5-0-0.

**Transfer of Fire Department Year End Excess Revenue to Capital Fund**

Motion by Barsness, second by Nielsen to approve the transfer of \$12,611 to the capital fund and stipulating that any future Fire departmental budget shortages are to be paid from the capital fund and not from the general fund. Motion carried 5-0-0.

**Appointment of Council Representative to Planning Commission and Park & Recreation Committee**

Motion by Engel second by Nielsen to appoint Councilman Doug Henke as council liaison for the Park & Recreation committee and member of the Planning Commission, replacing Russ Thurmes, effective immediately. Motion carried 5-0-0.

**OTHER BUSINESS****Schedule of Upcoming Meetings**

Goodhue County Historical Society Board Mtg. at Gunderson House: Monday, May 18<sup>th</sup> @ 5 p.m.  
City Council Meeting: Tuesday, June 9<sup>th</sup> @ 7 p.m.

**COUNCIL AND STAFF GENERAL COMMENTS**

Council member Barsness commented that the roses look nice.

Motion Barsness, seconded by Nielsen to adjourn the meeting at 8:00 p.m. Motion carried 5-0-0.

Pursuant to due call and notice thereof, a Special City Council meeting was held in the City Hall conference room on the 19th day of June, 2015. The following members were present: Mayor Mike Engel, Council members, Fred Barsness and Richard Nielsen. Absent: Russ Thurmes and Doug Henke. Also present: City Administrator Mark Vahlsing, Chris Mallery and David Olson

Mayor Engel called the special meeting to order at 12:05 p.m. He stated that the purpose of the Special meeting was to discuss the minor lot split request by David and Melissa Olson for their property at 133 Gates Avenue.

Administrator Vahlsing reviewed the Olson’s request, and noted that the documents supplied by the property owner appear to be in order. He also stated the original lot split dates back to the mid-1990’s. A survey was completed at that time, but was never approved by the City or recorded.

**Resolution 2015-07: Resolution Approving Minor Subdivision of Property in the City of Kenyon**

Motion by Nielsen second by Barsness to approve Resolution 2015-07. Motion Carried 3-0-0.

Motion by Barsness second by Nielsen to adjourn the special council meeting at 12:10 p.m. Motion carried 3-0-0.

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Mark Vahlsing, City Administrator

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Michael Engel, Mayor

Pursuant to due call and notice thereof, a City Council Meeting was duly held in the City Council chambers at 7:02 p.m. on the 9<sup>th</sup> day of June, 2015. The following members were present: Mayor Mike Engel, Council Members, Fred Barsness, Richard Nielsen (arrived at 7:07 p.m.), Russ Thurmes, and Doug Henke. Also present: Administrator Mark Vahlsing, Engineer Joe Rhein, Attorney Scott Riggs, Administrative Assistant Pam Blow, and Police Chief Sjolander.

### **CITIZEN COMMENTS**

None

### **ADOPT AGENDA**

Motion by Barsness seconded by Thurmes to adopt the agenda as printed. Motion carried 4-0-0.

### **CONSENT AGENDA**

Motion by Thurmes seconded by Barsness to approve the Consent Agenda, which includes payment of check numbers 62920 through 63031; 2362E through 2376E and additional checks 63032 through 63046. Motion carried 4-0-0.

### **ENGINEERING**

#### **Update on Feasibility Work – 1<sup>st</sup> Street Reconstruction Project**

According to City Engineer Rhein, the televising for all the main sewers continues, and it will be a number of weeks until the private sewers will be done.

#### **Fire Facility Project**

##### **Update on Space Needs Analysis**

City Engineer Rhein noted that a meeting was held with the Fire Facility Committee and the architect to plan the layout of a new facility. The architect will create two or three concept layouts and present them at a later date.

#### **Phase I Environmental Assessment – Foldcraft Site**

According to City Engineer Rhein, the Phase I environmental assessment is an evaluation of the site to determine if there is the potential presence of contamination, or other issues with the property. If any potential issues are found a Phase II environmental assessment may be needed. Engineer Rhein stated that the cost of the Phase One assessment would not exceed \$5000. It should be completed within one month.

Motion by Nielsen, second by Engel to approve the Phase I Environmental Assessment as per the quote provided by Engineer Rhein. Motion carried 5-0-0.

### **LEGAL**

#### **Ordinance 80, Third Series: An Ordinance of the City of Kenyon to Rezone a Parcel of Land owned by Amber Brossard**

Administrator Vahlsing noted that the applicant is seeking to have her property rezoned from R-1 to a Agricultural. The property is 2.7 acres. It meets the minimum lot size requirement and is adjacent to parcels that are zoned Agricultural. The Planning Commission has recommended the rezoning for approval by the Council.

Motion by Henke, second by Nielsen to approve Ordinance 80, Third Series. Motion carried 5-0-0 with a roll call vote.

#### **Nuisance Property at 223 Langford Avenue**

Chief Sjolander stated that the property owner has made significant progress on the cleanup of the site and indicated that it would be completed this week.

#### **Update on Fire Hall Site Purchase**

Attorney Riggs stated that he is working with the attorney for Foldcraft to complete the purchase agreement, and title work. He also stated that the lot split, phase one environmental assessment and survey are the next items to be completed.

### **OLD BUSINESS**

#### **Update on Trondheim Area Paving - Bigelow**

Administrator Vahlsing said he will contact Bigelow again to let them know that the paving needs to be completed this summer. He stated that if there is no material progress, the City will notify Bigelow that the City will complete the work. The City may take further action to recoup its costs. Attorney Riggs commented that the abutting properties could be assessed. The City could retain 2-3 lots and resell them to help cover the cost. Mayor Engel commented that this work needs to be completed this year.

Engineer Rhein and Administrator Vahlsing will look at specific options for paving the area and report back to the Council at the July meeting.

## **NEW BUSINESS**

### **Kenyon Snowdrifters Club Charitable Gambling Donation to Municipal Liquor Store**

The Kenyon Snowdrifters Club has offered a \$3,500 donation to use toward constructing an access door and other costs related to construction of an outdoor patio on the east side of the Municipal Liquor Store. According to store Manager Matt Bartel, the Snowdrifters have to distribute the funds this month. The City received an estimate from L & M Construction for \$2,956 which to construct a handicapped accessible door. The estimate would also include construction of landing/ramp, and installing a 42" high wall and handrail on one side of the ramp. Bartel stated that he had received an estimate for fencing was at a cost of \$60 - \$75 per six-foot panel. He also commented that much of the labor for installing the fencing and other parts of the patio construction would be donated. Mayor Engel noted that he is not in favor of creating the patio area for a number of reasons.

Motion by Engel, second by Nielsen to accept the donation from the Snowdrifters with the stipulation that the funds may not be used for this project. Motion did not pass: Ayes: Engel, Nielsen Nays; Thurmes, Barsness 2-2-1 (Henke abstained).

Councilman Nielsen commented that the area to the east of the Liquor Store was set aside at one time to be a park and \$7,000 was budgeted to go toward its development. Nielsen wondered if this would still be binding. Councilman Henke commented that he would like to have more information regarding the project, and projected costs. Attorney Riggs noted that any charitable gambling donations can be accepted by the City, but that wouldn't bind the council to the project.

Mayor Engel called for a roll-call vote on the above motion: Those in favor: Engel, Nielsen, Henke; those opposed: Barsness, Thurmes. Motion carried 3-2-0.

### **DEED Small Cities Development Application**

Administrator Vahlsing stated that the EDA decided to start the Small Cities Development grant application process for single-family residential, commercial and rental rehabilitation projects. He stated that the EDA would be working with the Southeast Minnesota Multi Housing and Redevelopment Authority (SEMMCHRA) to complete the initial survey work and to complete the pre-application. If the pre-application is accepted SEMMCHRA, or another organization could complete the funding application. According to Administrator Vahlsing, the application is lengthy and may take 2-3 three years.

### **Approve Hiring of Garrick Mallery – Lifeguard**

Motion by Barsness, second by Thurmes to approve the hiring of Garrick Mallery. Motion carried 5-0-0.

## **OTHER BUSINESS**

### **Schedule of Upcoming Meetings**

City Council Meeting: Tuesday, July 14<sup>th</sup> @ 7 p.m.

## **COUNCIL AND STAFF GENERAL COMMENTS**

Council member Thurmes informed the Council that he will be moving to Austin, resigning from the council. His last council meeting would be the July meeting. Mayor Engel thanked Councilman Thurmes for his participation on the council and various committees. Administrator Vahlsing commented that the Council will need to begin considering replacements for Councilman Thurmes.

Motion Nielsen, seconded by Barsness to adjourn the meeting at 7:45 p.m. Motion carried 5-0-0.

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Pam Blow, Administrative Assistant

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Michael Engel, Mayor

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 14<sup>th</sup> day of July, 2015. The following members were present: Mayor Mike Engel, Council Members, Fred Barsness, Richard Nielsen, Russ Thurmes, and Doug Henke. Also present: Administrator Mark Vahlsing, Engineer Joe Rhein, Attorney Scott Riggs, and Administrative Assistant Pam Blow.

### **CITIZEN COMMENTS**

None

### **ADOPT AGENDA**

Motion by Nielsen seconded by Thurmes to adopt the agenda as printed. Motion carried 5-0-0.

### **CONSENT AGENDA**

Motion by Nielsen seconded by Thurmes to approve the Consent Agenda, which includes payment of check numbers 63076 through 63207; 2378E through 2390E and additional checks 63242 through 63270. Motion carried 5-0-0.

### **ENGINEERING**

#### **Update on Feasibility Work – 1<sup>st</sup> Street Reconstruction Project**

City Engineer Rhein reviewed the projected schedule of target dates for a possible 1st St. project. The feasibility report would be completed in the fall, along with the public hearing on the project. The plans could be ready for bidding in February. Construction could then start in the spring of 2016. According to Engineer Rhein, televising on the private sewer mains is not yet complete.

Councilman Henke commented that it seems that the televising of the private sewers in the proposed project area should be completed. He asked the City Engineer for a written report on the status of the televising project. Administrator Vahlsing noted that the work being completed now would go into the feasibility study. Mayor Engel asked if Engineer Rhein could find out the status of the televising project and email that information to staff and council. Engineer Rhein noted that the feasibility study will give details as to the current status of streets, infrastructure, etc. Administrator Vahlsing said that a special meeting may be scheduled to review the results of the televising, soil borings, and other planning work sometime in August. The Council would then hopefully have enough information to decide if the project would move ahead in 2016.

### **Fire Facility Project**

#### **Update on Space Needs Analysis**

#### **Phase I Environmental Assessment**

According to City Engineer Rhein, both the Space Needs Analysis and Phase I Environmental Assessment will be completed by the end of next week. A Fire Facility Committee meeting will then be scheduled, probably during the last week of July or the first week of August. The survey is being done and the corners of the lot being purchased have been staked out. The property consists of approximately four acres. The legal description will be done when the survey is completed. According to Engineer Rhein, the geotechnical investigation will be done after the site plans have been completed.

### **LEGAL**

#### **Lot Combination Request of Christopher Anderson (506 Red Wing Ave.)**

Motion by Barsness, second by Thurmes to approve the request to combine the parcels. Motion carried 5-0-0.

### **Update on Fire Hall Site Purchase**

#### **Resolution 2015-10: Declaring the Official Intent of the City of Kenyon to Reimburse Certain Expenditures from the Proceeds of Bonds to be issued by the City**

According to Attorney Riggs, the resolution is required so the City can include previously incurred expenses related to the Fire Hall site acquisition and other development costs in the project bond sale amount.

Motion by Nielsen, second by Henke to approve Resolution 2015-10, with a maximum principal amount of \$2,000,000 (two million dollars). Motion carried 5-0-0.

### **OLD BUSINESS**

#### **Kenyon Snowdrifters Club Donation to Municipal Liquor Store / Patio**

Mayor Engel commented that the donation from the Kenyon Snowdrifters was approved during last month's meeting; however, there was not a stipulation that the donation would be used for the patio at the Liquor Store. He asked why the item was still on the agenda. Engel questioned whether adding a

patio would increase revenue for the Muni. Councilman Barsness commented that the patrons of the Liquor Store help pay for expenses of the pool, parks and library. Councilman Nielsen noted that the Liquor Store barely makes a profit, and agreed with Mayor Engel as to whether the patio would increase profits. Attorney Riggs noted that a donor can request where their contribution goes, and in this case, the Snowdrifters may not provide the donation if it isn't earmarked for the patio at the Liquor Store. Councilman Henke suggested that a small committee look at the project, and if the Liquor Store can financially handle it, it would probably be a good idea. Barsness noted that a business can't stay stagnant, and patios are very popular. Councilman Thurmes commented that this improvement would not be about making extra money; it would be about servicing the patrons of the store.

Administrator Vahlsing said that the item was on the agenda because the council had requested more information on costs for the project. Vahlsing estimated that the project would cost about \$7,000, and the Snowdrifters would be donating \$3,500. The estimates for the carpentry and concrete are pretty comprehensive, according to Vahlsing. There is currently \$77,000 cash balance in the Liquor fund and their profit and loss figures are not much different from the last several years. According to Councilman Barsness, the Snowdrifters plan to make a donation to the Fire Department for some equipment next year when the new pumper is put into service. Administrator Vahlsing noted that he will get more estimates for fixtures and tables and the council can decide on the project at the August meeting.

Motion to accept the Snowdrifters donation with the condition that it be used for the patio at the Liquor Store made by Barsness, second by Thurmes. Motion carried 4-1-0, with Nielsen opposed.

### **Trondheim Area Paving - Bigelow**

Administrator Vahlsing said he had sent correspondence to Tony Bigelow and requested a plan and signed agreement to complete this project. Mr. Bigelow contacted Vahlsing and said he would have a contractor look at the project, and would have a down-payment to the contractor to do the work within two weeks. BMI was contacted by Mr. Bigelow, and the contractor met with City Engineer Rhein and Administrator Vahlsing prior to the meeting tonight. Engineer Rhein noted that they will identify the most critical areas, patch them, and then do the overlay.

### **NEW BUSINESS**

#### **Rose Fest Requests**

Mayor Engel reviewed the items that required approval for the 2015 Rose fest celebration.

Motion by Nielsen, second by Thurmes to approve all of the requests: 1) Liquor Store Street Dance; 2) Parade Permit; 3) Port-a-Potty Payment; 4) Street Closures; 5) Sidewalk Vendors on 2<sup>nd</sup> Street; 6) 1<sup>st</sup> Annual Kenyon Fire Dept. 5K run/Walk Route approval; 7) VFW Street Dance Permit. Motion carried 5-0-0.

### **Resolution 2015-09: A Resolution Declaring the City of Kenyon as the Applicant and Partner for the Proposed Kenyon Comprehensive SCDP Rehabilitation Projects contained in the Community Finance Preliminary Proposal**

Karen Ducharme, representing SEMMCHRA, explained that the resolution will provide the approval to conduct a community survey to determine if there is a need for a housing, rental and commercial rehabilitation program. The City of Kenyon has received funding in the past through the Small Cities Development Program. This program provides federal funds that are passed through the state and awarded to cities and counties for eligible projects. There are income limits for program recipients. Administrator Vahlsing noted that this survey is the first step in the process for program application. He stated that it can take two or three years to receive funding because the program is very competitive. The cost to apply for the funds is very small.

Motion by Engel, second by Haugen to approve Resolution 2015-09. Motion carried 5-0-0.

### **Approve Hiring of Lifeguards Lauren Berg and Corynne Dahl**

Motion by Barsness, second by Thurmes to approve the lifeguard hires. Motion carried 5-0-0.

### **Bullis Street & 6<sup>th</sup> Street Overlay Proposals**

According to Administrator Vahlsing, two quotes were received for milling and paving in the 6<sup>th</sup> Street area. He stated that the BMI quote was itemized for each area to be repaired. The quote from LaCanne Paving did not provide a breakdown for each street. Vahlsing said that even though the LaCanne quote was twenty percent less than BMI's more information was needed to determine if the quotes are comparable. Councilman Henke suggested that specifications be prepared for projects of this type. Administrator Vahlsing noted that because this is maintenance work, no specifications are normally prepared. It would be cost-prohibitive in this case for the City Engineer to prepare formal

specifications. But he would work with him to attempt to gain more information on the LaCanne quote.

Motion by Barsness, second by Engel to table this matter in order to obtain more information and references from LaCanne Paving. Motion carried 5-0-0.

**Water Rate Increase by \$.30 per 1000 gallons**

The water rate increase was approved by Kenyon Municipal Utilities Commission at their July meeting and will be effective with the August, 2015 billing.

**Resignation of Council Member Russ Thurmes**

**Resolution 2015-08: Resolution Declaring a Vacancy to Exist in the Office of City Council and Providing for the Appointment Thereof**

Motion by Engel, second by Henke to approve Resolution 2015-08 and appoint John Mortensen to the council. Motion carried 5-0-0.

Mayor Engel made a presentation to Councilman Thurmes.

**OTHER BUSINESS**

**Schedule of Upcoming Meetings**

SEMLM Summer Meeting: Thursday, July 30<sup>th</sup> in Wabasha

City Council Meeting: Tuesday, August 11<sup>th</sup> @ 7 p.m.

**COUNCIL AND STAFF GENERAL COMMENTS**

Henke commented that it was nice to have spent some time on the council with Mr. Thurmes and he welcomed John to the board.

Mr. Thurmes thanked everyone for the opportunity of serving on the council, and appreciated the experience.

Administrator Vahlsing thanked Thurmes for his service, and commented that it was good to work with him.

Motion Thurmes, seconded by Nielsen to adjourn the meeting at 8:58 p.m. Motion carried 5-0-0.

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Pam Blow, Administrative Assistant

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Michael Engel, Mayor