

A regular meeting of the City Council for the City of Canby, Minnesota was held on December 20th, 2011 at 7:00 P.M. in the City Council Chambers.

Members: Gene Bies, Denise Hanson, Nancy Bormann, Rick Bueltel, Gene Eilers

Absent: None

Visitors: Nicholas Johnson, City Administrator
Gerald Boulton, City Attorney
Dean Helstrom, City Engineer
Ellie Beman, Canby News
Jody Olson
Isaiah Keating, Police Chief
Eric Diekmann, Police Officer
Westley Skogen
Hannah Duis
Cedric Citrowske
David Bursack
Chris Kaddatz

The Pledge of Allegiance was recited.

The meeting was called to order.

The minutes of December 6th, 2011 were reviewed. A motion was made by Bormann and seconded by Hanson to approve the minutes. All voted in favor. None voted against. The motion was carried.

Resolution 2011-12-20-1, a resolution to designate grant drawdown signatories, was presented. A motion was made by Bueltel and seconded by Eilers to approve the resolution. All voted in favor. None voted against. The motion was carried.

Resolution No. 2011-12-20-1
Resolution to Designate Grant Drawdown Signatories

WHEREAS, the City of Canby has an active Small Cities Development Program Grant.

WHEREAS, Development Services, Inc is the Grant Administrator for this grant.

WHEREAS, the new Project Director will be Christin Berger and the Program Specialist is Jessica Sheik.

NOW THEREFORE BE IT RESOLVED, that the City of Canby authorizes Christin Berger and Jessica Sheik to sign Disbursement Request Forms for the Small Cities Development Grant.

ADOPTED by the Canby City Council this 20th day of December, 2011.

Eugene Bies, Mayor, City of Canby

Attest: Nicholas Johnson
Canby City Administrator

Dean Helstrom was present to discuss the Infrastructure Project. Pay Application #12 for the Infrastructure Project in the amount of \$111,124.65 was presented. A motion was made by Hanson and seconded by Bueltel to approve the pay application. All voted in favor. None voted against. The motion was carried.

Dean Helstrom presented an invoice for Bolton and Menk in regard to services during the Infrastructure Project in the amount of \$43,890.50. A motion was made by Bormann and seconded by Bueltel to approve payment of the invoice. All voted in favor. None voted against. The motion was carried.

Dean Helstrom presented an invoice for Bolton and Menk for services rendered in regard to the Parking Lot Project in the amount of \$5,100.00. A motion was made by Bueltel and seconded by Hanson to approve payment of the invoice. All voted in favor. None voted against. The motion was carried.

Dean Helstrom discussed the option of implementing a new water metering system. The costs for such a system would be in the \$200,000 to \$250,000 range. City staff has indicated they would be able to install the meters themselves. The Council discussed the option of implementing a new water meter system. No action taken.

Resolution 2011-12-20-2, a resolution committing specific revenue sources in special revenue funds, was presented. A motion was made by Hanson and seconded by Bormann to approve Resolution 2011-12-20-2. All voted in favor. None voted against. The motion was carried.

RESOLUTION 2011-12-20-2
RESOLUTION COMMITTING SPECIFIC REVENUE
SOURCES IN SPECIAL REVENUE FUNDS

Whereas, the Governmental Accounting Standards Board's Statement #54 definition of special revenue funds states that special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects; and,

Whereas, the term proceeds of specific revenue sources establishes that one or more specific restricted or committed revenues should be the foundation for a special revenue fund and comprise a substantial portion of the fund's revenues; and

Whereas, investment earnings and transfers from other funds do not meet the definition of a special revenue source; and,

Whereas, council action is required to formalize the commitment of the specific revenue sources to specified purposes.

Now, therefore, be it resolved by the City Council of the City of Canby that effective January 1, 2011 the specific revenue source of each special revenue fund and the specific purposes for which they are restricted or committed as follows:

<u>Fund</u>	<u>Specific Revenue Sources</u>	<u>Committed For/Restricted For</u>
TIF District 1-2	Tax Increment	Qualifying TIF Expenditures for District #1-2
TIF District 1-4	Tax Increment	Qualifying TIF Expenditures for District #1-4
TIF District 1-5	Tax Increment	Qualifying TIF Expenditures for District #1-5
TIF District 1-6	Tax Increment	Qualifying TIF Expenditures for District #1-6
TIF District 1-7	Tax Increment	Qualifying TIF Expenditures for District #1-7
TIF District 1-8	Tax Increment	Qualifying TIF Expenditures for District #1-8
TIF District 1-9	Tax Increment	Qualifying TIF Expenditures for District #1-9
TIF District 1-10	Tax Increment	Qualifying TIF Expenditures for District #1-10
TIF District 1-11	Tax Increment	Qualifying TIF Expenditures for District #1-11
TIF District 1-12	Tax Increment	Qualifying TIF Expenditures for District #1-12
TIF District 1-14	Tax Increment	Qualifying TIF Expenditures for District #1-14
TIF District 1-15	Tax Increment	Qualifying TIF Expenditures for District #1-15
TIF District 1-18	Tax Increment	Qualifying TIF Expenditures for District #1-18

TIF District 1-19	Tax Increment	Qualifying TIF Expenditures for District #1-19
TIF District 1-21	Tax Increment	Qualifying TIF Expenditures for District #1-21
TIF District 1-23	Tax Increment	Qualifying TIF Expenditures for District #1-23
EDA	Note Principal payments, other income	Activities to promote economic development

Adopted by the Council this December 20th, 2011.

Attest:

Mayor

City Administrator

A policy on GASB 54 was presented. A motion was made by Bueltel and seconded by Hanson to approve the policy. All voted in favor. None voted against. The motion was carried.

A contract for services with Timothy Falkum as city assessor was presented. The contract is for one year at \$1,250 per month. This represents a \$50 increase in monthly rates. A motion was made by Eilers and seconded by Bueltel to approve the contract. All voted in favor. None voted against. The motion was carried.

Nicholas Johnson discussed the 2012 budget. A motion was made by Eilers and seconded by Bormann to adopt the 2012 budget. All voted in favor. None voted against. The motion was carried.

The budget amendments for 2011 were presented. Council reviewed the 2011 budget amendments. A motion was made by Bormann and seconded by Bueltel to approve the 2011 budget amendments. All voted in favor. None voted against. The motion was carried.

Licenses were reviewed by the Council. A motion was made by Eilers and seconded by Hanson to approve an off-sale liquor license to Canby Liquor Inc.; on-sale liquor licenses to Parrot Bay and Clark Hanson VFW (pending receipt of all required documentation); a wine license to P.K. Egan's; cigarette licenses to Farmers Co-op Association, Jim's Market, Independent Oil, and Casey's General Store; 3.2 on-sale beer and 1 day consumption and display to the Canby Jaycees for the February 11th, 2012 Fireman's Dance. All voted in favor. None voted against. The motion was carried.

A proposal from Kinner and Company for auditing services in 2012 was presented. The proposal is for \$13,400 for auditing services for 2012. A motion was made by Bormann and seconded by Bueltel to approve the contract. All voted in favor. None voted against. The motion was carried.

A contract proposal from SEH for close-out services in regard to the Airport Drainage Project was presented. A motion was made by Bueltel and seconded by Eilers to approve the contract. Eilers, Bormann, Hanson and Bueltel voted for. Bies voted against. The motion was carried.

Nicholas Johnson requested that the Council set a public hearing for rezoning the Industrial Park. A motion was made by Hanson and seconded by Eilers to set the public hearing for January 10th, 2012 at 6:45 P.M. All voted in favor. None voted against. The motion was carried.

A motion was made by Bormann and seconded by Bueltel to approve allowing Jeff Pederson to carry over 1 week of vacation into the next year. All voted in favor. None voted against. The motion was carried.

A motion was made by Bueltel and seconded by Eilers to adjourn to a closed session for negotiations. All voted in favor. None voted against. The motion was carried.

A motion was made by Bormann and seconded by Bueltel to reopen the meeting. All voted in favor. None voted against. The motion was carried.

A motion was made by Bormann and seconded by Hanson to approve the option agreement for 7 acres of land in the Industrial Park contingent upon a building being built of a certain dollar amount. All voted in favor. None voted against. The motion was carried.

A motion was made by Bueltel and seconded by Bormann to adjourn the meeting. All voted in favor. None voted against. The motion was carried.

Attest:

Mayor

City Administrator