

A regular meeting of the City Council for the City of Canby, Minnesota was held on June 7<sup>th</sup>, 2016 at 7:00 P.M. in the City Council Chambers.

Members: Nancy Bormann, Denise Hanson, Frank Maas, Jeff Varcoe, Nate Oellien

Absent: None

Visitors: Nicholas Johnson, City Administrator  
Gerald Boulton, City Attorney  
Dean Helstrom, City Engineer  
Robin Sim, Lightowler Johnson Associates  
Steve Dewald, Lightowler Johnson Associates  
Nathan Kinner, Kinner and Company  
Ryan Feiock, Canby News  
Jody Olson  
Casey Namken

The Pledge of Allegiance was recited.

The meeting was called to order.

The minutes of May 17<sup>th</sup>, 2016 were reviewed. A motion was made by Maas and seconded by Oellien to approve the minutes. All voted in favor. None voted against. The motion was carried.

Nathan Kinner presented the 2015 City of Canby Audit. A motion was made by Hanson and seconded by Maas to approve the audit. All voted in favor. None voted against. The motion was carried.

The Council reviewed the purchase of wastewater pumps at the main lift station for \$12,398.00. A motion was made by Oellien and seconded by Maas to approve the purchase. All voted in favor. None voted against. The motion was carried.

Dean Helstrom was present to give an update on the Infrastructure Project.

An invoice from Bolton and Menk for engineering services for the infrastructure project in the amount of \$8,668.50 was reviewed. A motion was made by Hanson and seconded by Varcoe to approve payment of the invoice. All voted in favor. None voted against. The motion was carried.

An invoice from Bolton and Menk for engineering services for the stop sign project in the amount of \$325.00 was reviewed. A motion was made by Maas and seconded by Oellien to approve payment of the invoice. All voted in favor. None voted against. The motion was carried.

Steve Dewald and Robin Sim from LJA were present to give an update on the pool project. Substantial completion for bath house and pool basin have been completed in their opinion and recommended the retainage be released for those portions. A motion was made by Maas and

seconded by Oellien to approve acceptance of substantial completion on the bath house and pool basin. All voted in favor. None voted against. The motion was carried.

Pool pay application #9 in the amount of \$182,536.45 was reviewed. A motion was made by Maas and seconded by Hanson to approve. All voted in favor. None voted against. The motion was carried.

An invoice from LJA in the amount of \$3,974.05 for engineering services for the pool project was reviewed. A motion was made by Maas and seconded by Varcoe to approve payment of the invoice. All voted in favor. None voted against. The motion was carried.

The Council reviewed a request from Water Billboards to reduce their sewer usage. The consensus of the Council was to not comply with the request.

Stop sign committee appointments were tabled.

An amendment to Ordinance 309, an ordinance regulating the streets and highways in Canby, was discussed. A motion was made by Varcoe and seconded by Oellien to introduce the amendment to Ordinance 309. Varcoe and Oellien voted in favor. Bormann, Maas, and Hanson voted against. The motion failed.

A request from Heroes to host a bean bag tournament at Lake Sylvan was discussed. Heroes would like to be allowed to set up a beer garden area as part of the tournament. A motion was made by Varcoe and seconded by Hanson to approve the request. All voted in favor. None voted against. The motion was carried.

A motion was made by Maas and seconded by Hanson to approve the minimum assessment agreements. All voted in favor. None voted against. The motion was carried.

Resolution 2016-6-7-1, a resolution authorizing a loan between funds for TIF 1-27, was reviewed. There is to be added language enabling the interfund loan to be paid prior to the end date. A motion was made by Oellien and seconded by Varcoe to adopt the resolution as amended. All voted in favor. None voted against. The motion was carried.

#### RESOLUTION 2016-6-7-1

##### A RESOLUTION AUTHORIZING A LOAN BETWEEN FUNDS

WHEREAS, the City Council has authorized tax increment financing activities in district 1-27, and

WHEREAS, temporary financing is needed to cover the cost to support redevelopment, and

WHEREAS, it would be more cost effective and efficient to provide the temporary financing from available fund balances rather than arranging from outside sources.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CANBY, MINNESOTA:

1. The City Council hereby authorizes a temporary loan to the Tax Increment Financing Fund from the Sewer Fund to make such a loan.
2. Such temporary loan shall be in an amount up to \$150,000 plus accrued interest and be repaid beginning on July 1, 2018 for a term of 5 years with an interest rate of 4.5% from the date funds are transferred to the date repaid.
3. Nothing withstanding shall prohibit said temporary loan from being repaid prior to the end of the term.

Adopted by the City Council this 7<sup>th</sup> day of June, 2016.

Attest:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Administrator

The development agreement for TIF 1-27 between the City and Canby Professional Building, LLC, was reviewed. A motion was made by Varcoe and seconded by Maas to approve the agreement. All voted in favor. None voted against. The motion was carried.

Nicholas Johnson's resignation letter was reviewed. A motion was made by Hanson and seconded by Oellien to accept the resignation effective July 7<sup>th</sup>, 2016. All voted in favor. None voted against. The motion was carried.

The Council discussed hiring procedures for the city administrator position. A motion was made by Hanson and seconded by Maas to approve opening the position and authorizing the search; to be completed by the City. All voted in favor. None voted against. The motion was carried.

A motion was made by Maas and seconded by Hanson to appoint Linda Blackwelder as interim city administrator with a 10% increase in wages to compensate for added responsibilities. All voted in favor. None voted against. The motion was carried.

Vendor transactions for May 2016 in the amount of \$273,079.29 were reviewed. A motion was made by Hanson and seconded by Oellien to approve the vendor transactions. All voted in favor. None voted against. The motion was carried.

A motion was made by Oellien and seconded by Maas to approve the Heroes outdoor dance on June 18<sup>th</sup>, 2016. All voted in favor. None voted against. The motion was carried.

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

Attest:

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Mayor

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City Administrator