

The Cannon Falls City Council met in a regular session on Tuesday, November 17, 2015, at 6:30 p.m. in the City Council Chambers. Present were Mayor Robby Robinson and Council Members Jay Sjoblom, Morris Mattson, Rodney Holst, Cathy Gallups, and Merlyce Johnson. Also present were Ron Johnson, City Administrator; Lanell Endres, Assistant City Administrator; Dave Maroney, Community Development Director; Justin Padgett, Library Director; Tom Bergeson, Public Works Director; and Jeffrey McCormick, Police Chief.

Call to Order Mayor Robinson called the City Council Meeting to order at 6:30 p.m.

Pledge of Allegiance Mayor Robinson led in the recitation of the Pledge of Allegiance.

Approval of Agenda A motion was made by Council Member Johnson, seconded by Council Member Holst and unanimously carried, to approve the Agenda as submitted.

Public Input Greg Kurtz, 518 First Street SW, Cannon Falls, representing the Cannon Valley Fair Board, requested a burning permit in order to eliminate a large brush pile behind the grandstand. Assistant Administrator Endres described the online burning permit approval process through Goodhue County. A motion was made by Council Member Johnson, seconded by Council Member Holst and unanimously carried, to approve a burning permit request for the Cannon Valley Fair Board.

Public Hearing: Resolution 2162, Adopting Assessments for Property Clean-Up Assistant Administrator Endres provided background information regarding the proposed assessments for unpaid property clean-up charges. Mayor Robinson described the public hearing procedure and opened the public hearing at 6:35 p.m. No one was present that wished to speak with regard to the proposed assessments. Mayor Robinson closed the public hearing. A motion was made by Council Member Johnson, seconded by Council Member Holst and unanimously carried, to adopt Resolution 2162, adopting assessments for property clean-up.

Police Officer Badge Pinning Presentation Police Chief McCormick introduced Officer Paul Larson and Officer Nate Timm. Mayor Robinson administered the oath of office for Officers Larson and Timm. Officer Larson's wife, Shelby, conducted with the badge pinning ceremony for Officer Larson, and Chief McCormick conducted the badge pinning ceremony for Officer Timm. The Mayor and Council Members welcomed Officers Larson and Timm to the Cannon Falls Police Department.

Public Works Presentation Public Works Director Bergeson provided an overview of the Cannon Falls Public Works Department:

- Areas managed by the Public Works Department include streets,

water, waste water, stormwater, building and vehicle maintenance, parks, pool, trail, nuisance/permit enforcement, and budgets.

- Public Works Department staffing was reviewed.
- Street maintenance and snow removal functions were discussed.
- Water department responsibilities were discussed.
- Parks and trail department responsibilities were reviewed.
- Waste water and stormwater functions were reviewed.
- Areas not under Public Works Department management were discussed.

Mayor Robinson expressed appreciation for the work of the Public Works Department. Council Member Gallups inquired with regard to downed tree branches across roadways. Director Bergeson indicated that responsibility is determined by on which street or road this occurs. Residents should contact Public Works, which will either take care of the situation and/or forward communication to the proper entity.

City Hall /  
Administration  
Presentation

Administrator Johnson and Assistant Administrator Endres provided an overview of the City Hall / Administration Department:

- Various duties handled by administrative personnel were discussed.
- Administration works closely with the Mayor and City Council on projects, policies, and goals.
- Administrative personnel plan and administer City programs and services with the assistance of department heads and other staff.
- Administration directs the annual budgeting process.
- Administrative personnel attempt to respond to concerns and complaints quickly and effectively.
- Administrative responsibilities include maintaining good working relationships with other government agencies; monitoring operations for compliance with laws, policies, and ordinances; and striving to provide continuous improvement of delivery of services.
- Human resources functions were discussed.
- Finance department responsibilities were reviewed in detail.
- Motor vehicle office functions were described.
- City Clerk and clerical duties were reviewed.
- Administration of the election process was discussed.
- Other administrative duties were reviewed.

Mayor Robinson expressed appreciation for the work of City Administration.

Consent Agenda

- A. Just and Correct Claims – Accounting Period Ending November 13, 2015
- B. Meeting Minutes for November 5, 2015, City Council Meeting
- C. Appoint Levi Price to Library Board
- D. Resolution 2163, Authorizing 2016 City License Renewals
- E. Resolution 2164, Approving a Conditional Use Permit for Duden Property
- F. Resolution 2165, Approving a Conditional Use Permit for Rode Property
- G. Resolution 2166, Approving a Variance for Swanson Property
- H. Police Officer New Hires
- I. Resolution 2167, Accepting a Donation from The Tuesday Club for the Library
- J. Resolution 2168, Accepting a Donation in Memory of Esther Schaetzke for the Library
- K. Approve Cropland Lease for City-Owned Land

A motion was made by Council Member Johnson, seconded by Council Member Holst and unanimously carried, to approve the Consent Agenda as submitted.

Staff Reports

Police Chief McCormick issued a reminder regarding winter parking restrictions and snow event procedures.

Administrator Johnson reported regarding discussions held during a recent Southeast Minnesota Health Summit, adding that legislative action may be required to address the high cost of health insurance premiums in southeastern Minnesota.

Mayor and Council Reports

Mayor Robinson added additional comments with regard to Health Summit discussions and expressed appreciation for the assistance provided by Senator Matt Schmit and Representative Tim Kelly in facilitating ongoing discussions with various stakeholders.

Adjournment

The meeting adjourned at 7:19 p.m.

Adopted by the City Council of the City of Cannon Falls on the 2<sup>nd</sup> day of December, 2015.

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Lyman M. Robinson, Mayor

ATTEST:

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Ronald S. Johnson, City Administrator