

The Cannon Falls City Council met in a regular session on Tuesday, August 20, 2024, in the City Council Chambers. Present were Mayor Matt Montgomery; Council Members Derek Lundell, Steve Gesme, Lisa Groth, Ryan Jeppesen, Laura Kronenberger, and Diane Johnson. Also present were Neil Jensen, City Administrator; Sara Peer, City Clerk; Jed Petersen, Public Works Director; and Jeffrey McCormick, Police Chief.

- Call to Order Mayor Montgomery called the City Council meeting to order at 6:30 p.m.
- Roll Call Roll call was conducted. Mayor Montgomery and Council Members Gesme, Groth, Jeppesen, Johnson, Kronenberger, and Lundell were in attendance.
- Pledge of Allegiance Mayor Montgomery led the recitation of the Pledge of Allegiance.
- Approval of Agenda A motion was made by Council Member Jeppesen, seconded by Council Member Johnson and unanimously carried, to approve the Agenda as presented.
- Public Input There was no public input.
- Consent Agenda
- A. Just and Correct Claims – Accounting Period Ending August 14, 2024
 - B. Meeting Minutes for August 6, 2024, City Council Meeting
 - C. Resolution 2778, Accepting a Monetary Donation of \$200 from Harbor Freight Tools to the Fire Department
- A motion was made by Council Member Gesme, seconded by Council Member Groth and unanimously carried, to approve the Consent Agenda as presented.
- Council Business:
Resolution 2777,
Adopting the
Preliminary Tax Levy
and Budget
Collectible in 2025
and Setting a Public
Meeting Date
- City Administrator Jensen reviewed the budget planning process, referenced past Council discussion of the 2025 budget, and summarized the revised draft 2025 budget.
- Administrator Jensen discussed the water and sewer rates, noting the volatility of water and sewer revenue due to the weather. Council Member Johnson asked whether operating expenses decrease when usage decreases. Administrator Jensen commented that operating costs are minimally impacted by decreased usage.

Administrator Jensen reviewed the Ambulance Service budget and discussed potential revenue sources toward a new ambulance. He stated that Ambulance Director Tim Malchow is working with a consultant on staffing and budget challenges. Administrator Jensen stated that more information will be presented during a future Council meeting and suggested ongoing Council discussion of Ambulance Service budget issues.

Administrator Jensen referenced past Council discussion of license fees and summarized recent Finance Committee discussion of liquor license fees. He noted that the Finance Committee recommends a 10% reduction in on-sale license fees, with no change in off-sale license fees. He stated that a proposed fee schedule for 2025 will be presented during a future Council meeting.

Administrator Jensen referenced Finance Committee discussion of City donations. Mayor Montgomery noted that the Finance Committee discussed increasing the City's contribution to the Chamber of Commerce from \$5,000 to \$7,500, which would match its contribution to the Cannon Valley Fair. He commented regarding the number of community events that are sponsored by the Chamber, noting that these events are open to all community members. Administrator Jensen indicated that the budget can be adjusted to incorporate the additional contribution, if Council Members are in agreement with this change.

Administrator Jensen reviewed the preliminary property tax levy, noting a preliminary levy total of \$3,584,090. He stated that this reflects a 4.32% increase from 2024. He commented that the department heads worked hard on their draft 2025 budgets.

Administrator Jensen referenced Resolution 2777, approving the preliminary tax levy and budget and setting a public hearing date of December 3, 2024, at 6:30 p.m. He noted that the final budget and levy will be adopted by the City Council on December 17, 2024. He clarified that the final tax levy can be decreased but cannot be increased from the preliminary amount.

A motion was made by Council Member Gesme, seconded by Council Member Jeppesen and unanimously carried, to adopt Resolution 2777, adopting the preliminary budget and tax levy collectible in 2025 and setting a public meeting date of December 3, 2024, at 6:30 p.m.

Reports:
Council Committees,
Commissions, and
Nonprofit
Organizations

Mayor Montgomery referenced recent topics of discussion by the Finance Committee, which were reviewed earlier during the meeting.

Mayor Montgomery summarized topics of discussion during a recent Planning Commission meeting, including an alley vacation request, an Artisan Plaza lot split request, a zoning ordinance text amendment relating to Bethel's Rock Church and the Grand O2 Event Center, and a zoning ordinance text amendment relating to the use of the fairgrounds. It was noted that these items will be placed on the consent agenda for the September 3, 2024, Council meeting.

Staff

Public Works Director Petersen provided project updates and asked residents to have patience during street construction activities. He discussed John Burch Park projects. When asked about an estimated completion date for John Burch Park projects, Director Petersen indicated that he did not have an exact date but noted that significant progress is being made.

Police Chief McCormick discussed public safety staff participation in National Night Out (Night to Unite) gatherings and reviewed the purposes of this event. He noted that summer events have now concluded. He provided an update relating to clean-up activities from weather events and the FEMA / State reimbursement process.

Mayor and Council
Members

Council Members Johnson and Gesme expressed appreciation to the residents who attended and participated in the August 19 Planning Commission meeting.

Mayor Montgomery thanked Mayor Pro Tem Kronenberger for covering for him during the August 6 Council meeting. He expressed appreciation to the Planning Commission for their handling of recent discussions. He commented that the election filing deadline has now passed. He noted that several current Council Members have elected not to run for reelection, adding that there is still much work to be done during the remainder of their terms. He wished all of the election candidates the best of luck.

Adjournment

A motion was made by Council Member Lundell, seconded by Council Member Kronenberger and unanimously carried, to adjourn the meeting. The meeting adjourned at 6:49 p.m.

Adopted by the City Council of the City of Cannon Falls on the 3rd day of September, 2024.

Matt Montgomery, Mayor

ATTEST:

Neil L. Jensen, City Administrator

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