

A regular meeting was held virtually with the meeting originating at City Hall, Canby Minnesota on April 8, 2020. Physically present were Rebecca Schrupp. Virtually attending were: Nancy Bormann, Denise Hanson, Eugene Bies, Casey Namken, Frank Maas, Gerald Boulton, Joshua Theis, Sheila Kroshe, Brian Meyer, David Feilmeier, John Alley, Joe Ferguson, Lisa Ferguson

Members: Nancy Bormann, Denise Hanson, Eugene Bies, Casey Namken, and Frank Maas

Absent: None

Visitors: Rebecca Schrupp, City Administrator
Gerald Boulton, City Attorney
Joshua Theis, Canby News
Sheila Kroshe, Bolton & Menk
Brian Meyer, DGR Engineering
David Feilmeier, DGR Engineering
John Alley
Joe Ferguson
Lisa Ferguson

The meeting was called to order.

The minutes of the March 18, 2020 meeting. A motion was made by Namken to approve the minutes of the March 18, 2020 meeting. The motion was seconded by Maas. A roll call vote was taken. Hanson, Bormann, Bies, and Namken in favor. None voted against. Maas' call dropped. The motion was carried.

The minutes of the March 25, 2020 meeting were reviewed. A motion was made by Bies to approve the corrected minutes for March 25, 2020. The motion was seconded by Hanson. A roll call vote was taken. Hanson, Bormann, Bies, and Namken voted in favor.

Brian Meyer discussed the DBE program. Resolution 2020-04-08-01 was reviewed.

RESOLUTION 2020-04-08-01

Moved by Namken and Seconded by Hanson that the following Resolution be adopted:

WHEREAS, the City of Canby, has received Federal financial assistance from the U.S. Department of Transportation (USDOT) for improvements at the Canby Municipal Airport; and

WHEREAS, as a condition of receiving this assistance, the Commission has signed an assurance that it will comply with the regulations of U.S. DOT, 49 CFR Part 26 regarding a Disadvantaged Business Enterprise (DBE) Program; and

WHEREAS, it is the policy of the Commission to ensure that DBE's, as defined in Part 26, have an equal opportunity to receive and participate in the USDOT assisted contracts at the Airport; and

WHEREAS, it is necessary to officially adopt a DBE Program containing a Policy Statement to be included in the project manual for all federally funded projects.

NOW, THEREFORE, BE IT RESOLVED that the City of Canby officially adopts the attached *Disadvantaged Business Enterprise Program* and is hereby authorized to implement all aspects of the DBE Program for Federal DOT assisted projects; and

BE IT FURTHER RESOLVED that the City of Canby Mayor is hereby authorized to sign the official copy of the DBE Program.

CITY OF CANBY, MINNESOTA

Nancy Bormann, Mayor

ATTEST: _____
Rebecca Schrupp, City Administrator

DATE: _____

A roll call vote was taken. Bormann, Hanson, and Namken voted in favor. Bies and Maas were not on the call. None voted against. The motion was carried.

Meyer discussed the plans and specs for the runway turn-around. He stated that the local share has gone from 5% to 0% for this project. A motion was made by Hanson to approve the plans and specs for the project and to authorize bids with the bid letting being on April 28th. The motion was seconded by Namken. A roll call vote was taken. Hanson, Bormann, and Namken voted in favor. Bies and Maas were not on the call. None voted against. The motion was carried.

Sheila Krohse gave an update on the infrastructure project. The seeding contractor will be starting on the 13th with repairs to sprinklers and topsoil. Kuechle and French Lake will be starting on the 27th doing 1st Street's concrete and raising manholes on HWY 75.

John Alley brought up the curb on 7th Street. He stated that he wanted a surmountable curb and that he was told that is what it was going to be. After discussion, Namken made a motion to approve covering the cost of the cutout and curb for where the driveway would be for the new owners of the property. The motion was seconded by Hanson. A roll call vote was taken. Bormann, Hanson, Namken, and Maas voted in favor. Bies was not on the line. None voted against. The motion was carried.

The Planning Commission Recommendation was discussed. A motion was made by Namken to approve the Planning Commission's recommendations to grant the variances for the front, back, % of coverage, and lot size with the stipulation that the engineer look at and help with water mitigation at the cost of the owner. The motion was seconded by Maas. A roll call vote was taken. Bormann, Maas, Hanson, and Namken voted in favor. Bies voted against. The motion was carried.

A request for a special assessment deferral was reviewed. The Council agreed to keep the policy the same that the request for deferrals would need to be done within 90 days after the final assessment is put on.

Resolution 2020-04-08-02 was reviewed. A motion was made by Maas to approve Resolution 2020-04-08-02. The motion was seconded by Namken. A roll call vote was taken with Maas, Bormann, Bies, Namken, and Hanson voting in favor. None voting against. The motion was carried.

CITY OF CANBY
RESOLUTION NO. 2020-04-08-02

A RESOLUTION ACCEPTING DONATION.

WHEREAS, the City Council of Canby encourages public donations to help defray the costs to the general public of providing services and improve the quality of life in Canby, and

WHEREAS, monies have been donated by Jeff Hemish.

WHEREAS, Minnesota Statutes 465.03 requires that all gifts and donations of real or personal property be accepted only with the adoption of a resolution approved by two-thirds of the members of the City Council;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS by the Canby City Council of the City of Canby, County of Yellow Medicine, Minnesota:

1. The contribution in the amount of \$100.00 is hereby accepted by the City of Canby and shall be used by the City for the renovation of the tennis/basketball courts.
2. That the City Administrator is authorized and directed to make the appropriate revenue and expenditure budget adjustments as needed to reflect this donation and intended use.

BE IT FURTHER RESOLVED that the City sincerely thanks Jeff Hemish for his gracious and generous donation.

ADOPTED this 8th Day of April, 2020.

Nancy Bormann, Mayor

ATTEST:

Rebecca Schrupp, City Administrator

The Deputy Registrar's Office Rental Agreement was reviewed. A motion was made by Maas to approve the rental agreement. The motion was seconded by Namken. A roll call vote was taken. Bormann, Maas, Namken, Bies, and Hanson voted in favor. None voted against. The motion was carried.

Camping rates were discussed. The rates will remain \$10.00 for 2020. After the season a review of the past few years revenue and losses will be looked at to determine if the rates will go up.

COVID-19 update was given. The Governor extended the Stay at Home Order. There is no need for a pass to drive. There are 2 cases in Yellow Medicine County. There was some discussion on FEMA assistance, but Namken stated in all the discussions, to track expenses and not go out and make purchases just to make them.

The vendor transactions for March were reviewed. A motion was made by Bies to approve the March transactions in the amount of \$1,053,147.79. The motion was seconded by Hanson. A roll call vote was taken. Bormann, Bies, Hanson, Namken, and Maas all voted in favor. None voted against. The motion was carried.

Resolution 2020-04-08-03 was reviewed. A motion was made by Maas to approve Resolution 2020-04-08-03. The motion was seconded by Hanson. A roll call vote was taken with Bormann, Maas, Hanson, Bies, and Namken voting in favor. None voting against. The motion was carried.

RESOLUTION NO. 2020-04-08-03

RESOLUTION CALLING FOR A PUBLIC HEARING ON THE ADOPTION OF A TAX
INCREMENT FINANCING PLAN FOR TAX INCREMENT FINANCING
DISTRICT NO. 1-31

WHEREAS, on June 17, 1985 the City of Canby (City) established a development district (Development District No. 1) pursuant Minnesota Statutes, Sections 469.124 through 469.134, to promote development and redevelopment within an area of the City which had not been developed to its full potential; and

WHEREAS, the CITY wishes to create a tax increment financing plan (Plan) for TIF District No. 1-31 in order to authorize the expenditure of tax increment for certain public improvements.

NOW, THEREFORE, BE IT RESOLVED By the City Council of the City of Canby, Canby, Minnesota as follows:

- 1 John W. Meyer is authorized and directed to prepare a Plan for TIF District No. 1-31.
- 2 . The City Council shall hold a public hearing on the Plan on May 20, 2020, starting at 7:00 p.m. in the city council chambers at city hall.
- 3 The John W. Meyer is authorized and directed to prepare a notice of the public hearing and cause the notice to be published in the official newspaper at least 10 days prior to the public hearing.
- 4 The John W. Meyer is authorized and directed to transmit a copy of the Plan to the county and school district with a notice of the time and place of the public hearing to be held before the Board.
- 5 The city staff and John W. Meyer are authorized and directed to take any and all other steps reasonably necessary in order to accomplish these purposes.

Dated: April 8, 2020.

Mayor

ATTEST:

City Administrator

Discussion on the EDA meeting was had. No action taken.

A motion was made by Maas to adjourn the meeting. The motion was seconded by Bies. A roll call vote was taken. Bormann, Maas, Bies, Hanson, and Namken voted in favor. None voted against. The motion was carried.

Attest:

Mayor

City Administrator