

A regular meeting was held in person and virtually with the meeting originating at City Hall, Canby Minnesota on November 8, 2023, at 6:00 pm.

Members: Nancy Bormann, Marisa Kack, Diana Fliss

Absent: Denise Hanson

Visitors: Bonnie Merritt, Interim City Administrator
Thalia Sik, Administrative Secretary
Gerald Boulton, City Attorney
Stephanie Assarsson, Canby News
Sheila Krohse, City Engineer
John Meyer
Larry Duis
Kalee Verhelst
Abby Guza
Brady Hulzebos
Jim Stone
Pat Reed
Gabrielle Verhelst
Dylan Houseman
Kale Dritz
Gavin Noyes
Alvin Lozinski
Jean Lozinski
Richard Johnson
Ruth Johnson
Joan Citrowske
Derrick Ruether

Virtually Attending:

Anonymous
Andrew

The regular Council meeting was called to order.

The agenda was reviewed. A motion was made by Fliss and seconded by Kack to approve the revised agenda with the addition of a fireworks permit for the Hometown Holiday's parade, Co. Ditch 8 improvement project, and handicapped parking at City Hall. All voted in favor. None voted against. The motion was carried.

The public hearing was opened. There were no questions or comments. The public hearing was closed, and a motion was made by Fliss and seconded by Kack to approve Resolution No. 2023-11-8-2. All voted in favor. None voted against. The motion was carried.

Member _____ introduced the following resolution and moved its adoption:

CITY OF CANBY

RESOLUTION NO. 2023-11-8-2

RESOLUTION ADOPTING MODIFICATION NOVEMBER 8, 2023 TO THE TAX INCREMENT FINANCING PLAN FOR TAX INCREMENT FINANCING DISTRICT NO. 1-25

BE IT RESOLVED By the City Council (the Council) of the City of Canby, Minnesota (the City) as follows:

Section 1. Recitals.

- 1.01. On June 17, 1985, the Council adopted a Development Program for Development District No. 1, pursuant to and in accordance with Minnesota Statutes Sections 469.124 through 469.134 (previously Chapter 472A).
- 1.02. On September 3, 2013, the City created and adopted a Plan for Tax Increment Financing District No. 1-25.
- 1.03. The Council has investigated the facts and has caused to consider modifying the Tax Increment Financing Plan (Plan) for Tax Increment Financing District No. 1-25.
- 1.04. The City has performed all actions required by law to be performed prior to the adoption of the Plan, including, but not limited to, notification of Yellow Medicine County and the Independent School District and holding a public hearing regarding the Plan upon such notice as is required by law.
- 1.05. The modification to the plan is contained in a document entitled "Modification November 8, 2023, to Tax Increment Financing Plan, for Tax Increment Financing District No. 1-25, City of Canby" dated November 8, 2023, on file at city hall.
- 1.07. The City Council has fully reviewed the contents of the modification to the Plan and has on this date conducted a public hearing thereon at which the views of all interested persons were heard.

Section 2. Findings Relating to the Modification of the Plan for Tax Increment Financing District No. 1-25.

- 2.01. It is found and determined that it is necessary and desirable for the sound and orderly development of the District and the City as a whole, and for the protection and preservation of the public health, safety, and general welfare, that the authority of the TIF Act be exercised by the City to modify the Plan for Tax Increment Financing District No. 1-25.
- 2.02. It is further found and determined, and it is the reasoned opinion of the City, that the actions proposed in the modification to the Plan for Tax Increment Financing District No. 1-25, could not reasonably be expected to occur solely through private investment within the reasonably foreseeable future and that therefore the use of tax increment financing is necessary to assist the project.
- 2.03. The expenditures proposed to be financed through tax increment financing are necessary to permit the City to realize the full potential of the District in terms of development intensity and tax base.

2.04. The modification of the Plan for Tax Increment Financing District No. 1-25 will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development of the tax increment financing district by private enterprise.

2.05. The Plan conforms to the plans for development of the City as a whole.

2.06. The City Council has relied upon the opinions and recommendations of its advisor, staff, and the personal knowledge of the members of the council in reaching its conclusions regarding the modification of the Plan.

2.07. Tax Increment Financing District No. 1-25 is an economic development tax increment financing district within the meaning of Minnesota Statutes Section 469.174, Subd. 12.

Section 3. Approval of the Tax Increment Financing Plan.

3.01. The modification to the Plan for Tax Increment Financing District No. 1-25 is hereby adopted and the district is hereby modified.

3.02. The advisor is authorized and directed to file a copy of the modification to the Plan for Tax Increment Financing District No. 1-25 with the Minnesota Department of Revenue and the State Auditor Office.

Dated: November 8, 2023.

Mayor

ATTEST:

Interim City Administrator

The motion for the adoption of the foregoing resolution was made by _____ and duly seconded by member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against same:

Whereupon said resolution was declared duly passed and adopted.

The minutes of the October 18th meeting were reviewed. A motion was made by Fliss and seconded by Kack to approve the minutes from the October 18th meeting. All voted in favor. None voted against. The motion was carried.

John Meyer was present to discuss the potential purchase of property to facilitate ongoing industrial development. A motion was made by Kack and seconded by Fliss to allow John Meyer to move forward with gathering more information on this potential purchase. All voted in favor. None voted against. The motion was carried.

John Meyer also discussed the extension of utilities on Maple Ave N. Information on PFA funding will be gathered and will be discussed at a future meeting.

Sheila Krohse with Bolton & Menk presented the seal coating final payment. A motion was made by Fliss and seconded by Kack to approve the final payment in the amount of \$106,331.15. All voted in favor. None voted against. The motion was carried.

Sheila discussed the closeout of Canby Infrastructure Replacement Project Phase II and III. Sheila has been in contact with Jeremy Kuechle with Kuechle Underground to go over items on the punch list that have yet to be completed. The Council would like a quote on what these repairs would cost and potentially deduct this amount from the final payment or would like to see these items completed prior to closing out the project. This will be discussed at a future meeting.

A handicapped entrance and parking for the back side of City Hall was discussed. Sheila Krohse recommended hiring a surveyor to get a better understanding of what would need to be done to make this entrance ADA compliant. A motion was made by Fliss and seconded by Kack to authorize Sheila to move forward with hiring a surveyor. All voted in favor. None voted against. The motion was carried.

Derrick Ruether with the Fire Department was present to discuss the sale of 3 items. A motion was made by Fliss and seconded by Kack to allow Derrick to advertise the grass rig, side-by-side, and one of their older tanker trucks for sale. Derrick will provide information on which tanker truck the Fire Department chooses to sell as they are currently undecided. All voted in favor. None voted against. The motion was carried.

Derrick also requested to raise fire call rates from \$750.00 to \$1,000.00 and a wage increase from \$15.00 to \$25.00. More information about fire call rates will be gathered from surrounding communities and Bonnie Merritt will gather information from the past few years to see what the average yearly wage payout is. Both items will be discussed at a future meeting once more information is gathered.

The 2024 Countryside Public Health Tobacco Agreement was reviewed. A motion was made by Fliss and seconded by Kack to approve the 2024 Countryside Public Health Tobacco Agreement. All voted in favor. None voted against. The motion was carried.

A motion was made by Fliss and seconded by Kack to approve Resolution No. 2023-11-08-1. All voted in favor. None voted against. The motion was carried.

City of Canby
Resolution 2023-11-08-1

A Resolution Amending Tobacco License Fees

WHEREAS, the City Council for the City of Canby sets fees to be charged with Resolution 2014-5-6-1, and;

WHEREAS, the City Council wishes to change the price at which they charge for tobacco;

NOW, THEREFORE BE IT RESOLVED, that the City of Canby sets the price for a tobacco license at \$175.00.

Adopted by the Council this 8th day of November, 2023.

Attest:

Mayor

City Administrator

A motion was made by Kack and seconded by Fliss to approve the 2024 liquor and tobacco license renewals. All voted in favor. None voted against. The motion was carried.

A planning commission recommendation for Leland Palm was presented. A motion was made by Kack and seconded by Fliss to approve the variance to add a screened in porch at 509 Poplar Ave N. All voted in favor. None voted against. The motion was carried.

The City Administrator position was discussed and agreed upon to offer Jason Baker the position.

The October vendor transactions were reviewed. A motion was made by Fliss and seconded by Kack to approve the October vendor transactions in the amount of \$519,276.38. All voted in favor. None voted against. The motion was carried.

The Canby Chamber of Commerce fireworks application for December 3rd, 2023, was reviewed. A motion was made by Kack and seconded by Fliss to approve the application. All voted in favor. None voted against. The motion was carried.

The improvement of Co. Ditch 8 project was discussed. The city will be responsible for paying \$102,262.11. Funding options were discussed and will look to see if PFA funds can be used to pay for this. This will be discussed at a future meeting.

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

Attest:

Nancy Bormann, Mayor

Bonnie Merritt, Interim City Administrator