

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

Members: Nancy Bormann, Marisa Kack, Diana Fliss, Denise Hanson

Absent: None

Visitors: Bonnie Merritt, Interim City Administrator
Thalia Sik, Administrative Secretary
Gerald Boulton, City Attorney
Derrick Ruether, Fire Chief
Stephanie Assarsson, Canby News
Jason Weber, Public Works Supervisor
John Meyer
Kylinn Hulzebos
Brooklyn Kindopp
Honesty Guzman
Amber Moeller
Bridgette Balvin
Austin Topero
Tony Birk
Bryon Drietz
Todd Pesek
Kolton Duis

Virtually Attending:
Andrew

The regular Council meeting was called to order.

The agenda was reviewed. A motion was made by Fliss and seconded by Hanson to approve the revised agenda with the addition of Derrick Ruether – Fire Department and Resolution 2023-12-6-4. All voted in favor. None voted against. The motion was carried.

The Truth in Taxation Hearing was held. A few people had questions regarding their values, it was recommended to attend the meeting in April and reach out to the County Assessor. The hearing was closed.

The minutes of the November 22nd meeting were reviewed. A motion was made by Fliss and seconded by Kack to approve the minutes from the November 22nd meeting. All voted in favor. None voted against. The motion was carried.

Jason Weber was present to request using a portion of the remaining ARPA funds to order safety items such as pedestrian crosswalk signs, barricades, flammable storage cabinet, and a parts cabinet. A motion was made by Fliss and seconded by Kack to order these items in the estimated amount of \$6,132.00 plus shipping/handling. All voted in favor. None voted against. The motion was carried.

John Meyer was present to discuss the land acquisition for Lot 4, Block 2, in the Canby Industrial Park which would potentially create the opportunity for industrial growth. The purchase amount for this parcel is \$25,000.00 and excess TIF funds would be used to fund this purchase. A motion was made by Fliss and seconded by Hanson to approve the purchase of this land acquisition. All voted in favor. None voted against. The motion was carried.

John Meyer discussed Bond 2012B CUSIP 137339GJO Years 2036-2038 (\$45,000). He proposed to use excess TIF funds from TIF 1-4 to pay off 3 years of this bond. A motion was made by Hanson and seconded by Kack. All voted in favor. None voted against. The motion was carried.

Derrick Ruether presented the purchase of a new Ranger from Action Sports for the Fire Department. The total cost of this unit will be \$27,278.00 and would potentially be paid through their relief fund. He will provide more information on the unit at the next meeting.

A resolution adopting the 2024 Final Levy and 2024 Final Budget was presented. A motion was made by Fliss and seconded by Kack to approve Resolution 2023-12-6-3. All voted in favor. None voted against. The motion was carried.

Resolution 2023-12-6-3
City of Canby

State of Minnesota
County of Yellow Medicine
City of Canby

Resolution Adopting the 2024 Final Levy and 2024 Final Budget

Be it resolved by the Council of the City of Canby, County of Yellow Medicine, Minnesota that the following sums of money be levied in 2024, upon the taxable property in the City of Canby, for the following purposes:

General Fund	\$678,235.00
Fire Hall Inter-Fund Loan of 2014	\$10,629.00
2010 Infrastructure Bond	\$125,000.00
2014 Infrastructure Bond	\$125,000.00
2018 Infrastructure Bond	\$100,000.00
2016 Swimming Pool Bond	\$56,648.00
2018 GO Improvement Bond	\$9,851.00
HRA Levy	\$15,000.00
Total Tax Levy	\$1,120,363.00

Be it further resolved by the Council that the proposed 2024 budget is hereby adopted, and;

The Interim City Administrator is hereby instructed to transmit a copy of this resolution to the auditor of Yellow Medicine County, Minnesota.

Adopted by the City Council for the City of Canby, Minnesota this 6th day of December, 2023.

Attest:

Mayor

Interim City Administrator

A temporary liquor license for St. Peter’s School was presented. A motion was made by Kack and seconded by Hanson to approve the temporary liquor license for their event on February 3, 2024. All voted in favor. None voted against. The motion was carried.

The City of Canby Fee Schedule was discussed. Tobacco license fees were updated from \$125.00 to \$175.00 and fire call fees were updated from \$750.00 to \$1,000.00. After further discussion, it was agreed upon to update the Planning/Zoning fees for special use permits, rezoning, and street & alley vacations to \$150.00 plus cost for each of these items. A motion was made by Fliss and seconded by Kack to approve Resolution 2023-12-6-1. All voted in favor. None voted against. The motion was carried.

Resolution 2023-12-6-1

Resolution Approving Specific Fees to be Charged by the City of Canby

WHEREAS, several sections of the City of Canby ordinances permit the City Council to set rates by resolution for various permits, licenses, fees, etc. which will be effective in the City.

City of Canby
Fee Schedule

<u>Fee Category</u>	<u>Amount</u>
<u>Administrative</u>	
Returned Check	\$30.00
Budget Reports	\$25
Audit Reports	\$25
Copies (External Copier)	\$0.25 per sheet
Copies (Internal Copier)	\$0.25 per sheet
<u>Public Safety</u>	
Illegal Placement of Substance Within Right of Way	\$25.00
Failure to remove snow from sidewalk	\$50.00
Grass and Weeds	\$50.00
Illegal Operation of a Snowmobile	\$50.00
Snowbird	\$50.00
Exhibition Driving	\$110.00
Improper Parking	\$25.00
Prohibited Parking	\$25.00
Double Parking	\$25.00
Blocking Driveway	\$25.00
No Parking Zone	\$25.00
Fire Hydrant	\$25.00
Blocking Alley	\$25.00
Parking in Alley	\$25.00
Improper Semi Parking	\$25.00
Recreational Vehicle Parking	\$50.00
Dog Running at Large	\$50.00
Noise Control	\$75.00
Junk Vehicle	\$50.00
Junk/Rubbish	\$50.00
Unsafe/Deteriorated Structure	\$100.00
Public Nuisances	\$50.00
Curfew	\$50.00
Underage Tobacco	\$50.00
Impound Fee	\$5.00 per day
ATV/Golf Cart License	\$15.00 for year 1 of 3; \$10.00 for year 2 of 3; \$5.00 for year 3 of 3
Kennel License	\$15.00

Fire Department

Fire Call \$1,000.00

Public Works

Water Disconnect Fee \$25.00
Water Reconnect Fee \$25.00
Water Connection Fee \$450 plus cost
Sewer Connection Fee \$450 plus cost

Recreation

Dance Permit for Outdoor Dances - Per Day \$5.00
Picnic Tables \$10.00 per table
Recreation Vehicle Parking Permit \$10.00
Park Shelter Rental No charge

Planning/Zoning

Variance No charge
Zoning Permit No charge
Special Use Permit \$150.00 plus cost
Rezone \$150.00 plus cost
Street & Alley Vacations \$150.00 plus cost

Licenses and Permits

Tobacco \$175.00
3.2 On-Sale "Beer" \$100.00
3.2 Off-Sale "Beer" \$25.00
On-Sale Intoxicating Liquor \$1,050.00
Off-Sale Intoxicating Liquor \$200.00
Sunday On-Sale Intoxicating Liquor \$50.00
Combination On-Sale/Off-Sale Intoxicating Liquor \$1,250.00
On-Sale Wine \$250.00
Culinary Class Limited On-Sale Intoxicating Liquor \$100.00
Brew Pub On-Sale Intoxicating or 3.2 On-Sale "Beer" \$100.00
Brewer Off-Sale Intoxicating Liquor \$100.00
Temporary 3.2 On-Sale "Beer" \$20.00 per day
Temporary On-Sale Intoxicating Liquor \$20.00 per day
One Day Consumption and Display \$20.00 per day
Temporary Off-Sale Wine \$20.00 per day
Temporary Brewer On-Sale Intoxicating Liquor \$20.00 per day
Transient Merchant \$150.00 per 30 days
Pet License \$4.00

Community Center

Community Center Rental No charge, see rules

Cemetery

Grave Site \$300.00
Cremates \$50.00

NOW THEREFORE BE IT RESOLVED, that the following fee schedule is hereby approved for the designated services of the City of Canby.
Adopted by the City Council on this 6th day of December, 2023.

Attest:

Mayor

Interim City Administrator

The Fire Department requested a permit to conduct a one-day off-site gambling on January 8, 2024. A motion was made by Kack and seconded by Hanson to approve Resolution 2023-12-6-2.

CITY OF CANBY
RESOLUTION NO. 2023-12-6-2

A Resolution Authorizing Lawful Gambling

WHEREAS Canby Fire Department Relief Association has applied to Minnesota Gambling Control Board for a premises permit to conduct one-day off-site gambling at the hereinafter named location in the City of Canby; and

WHEREAS Local approval of the location is required before such permit shall be issued:

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CANBY That the premises permit of Canby Fire Department Relief Association to conduct one-day off-site gambling at the following date and location is hereby approved:

January 8, 2024

Canby Fire Hall
312 1st Street East
Canby MN 56220

Adopted by the City Council of the City of Canby on this 6th day of December 2023.

Mayor

Attest:

Interim City Administrator

The November vendor transactions were reviewed. A motion was made by Hanson and seconded by Fliss to approve the November vendor transactions in the amount of \$426,443.27. All voted in favor. None voted against. The motion was carried.

Resolution 2023-12-06-4 was reviewed. A motion was made by Fliss and seconded by Kack. All voted in favor. None voted against. The motion was carried.

STATE OF MINNESOTA
COUNTY OF YELLOW MEDICINE
CITY OF CANBY

RESOLUTION 2023-12-06-4
A RESOLUTION AUTHORIZING A LOAN BETWEEN FUNDS

WHEREAS, the City Council has authorized financing activities, and

WHEREAS, temporary financing is needed to cover the cost to support the County Ditch 8 Assessment, 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 Storm Sewer Fund from the Water Fund to make such a loan.
2. Such temporary loan shall be in an amount up to \$100,000 plus accrued interest and be repaid beginning on December 30, 2025, for a term of 5 years with an interest rate of 4.00% from the date funds are transferred to the date repaid.

Adopted by the Board the 6th day of December, 2023.

Mayor

Attest: _____
Interim City Administrator

A motion was made by Hanson 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