

A regular meeting was held in person and virtually with the meeting originating at City Hall, Canby Minnesota on June 18th, 2024, at 6:00 pm.

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

Absent: None

Visitors: Bonnie Merritt, City Administrator
Thalia Sik, Administrative Secretary
Gerald Boulton, City Attorney
Josh VanKlombenburgh, Canby News
Matthew Kibbon
Ron Cram
Lynn Harp
Jen Gottskalkson

Virtually Attending:

Andrew
Nathan Kinner

The regular Council meeting was called to order.

A motion was made by Hanson and seconded by Fliss to approve the appointment of Susan Cram. All voted in favor. None voted against. The motion was carried.

Susan Cram recited her Oath of Office.

The agenda was reviewed. A motion was made by Kack and seconded by Hanson to approve the agenda while moving the 2023 Audit up on the agenda. All voted in favor. None voted against. The motion was carried.

The minutes of the June 4th meeting were reviewed. A motion was made by Fliss and seconded by Hanson to approve the minutes from the June 4th meeting. All voted in favor. None voted against. The motion was carried.

Nathan Kinner with Kinner & Company was virtually attending to present the 2023 Audit. The City of Canby received a clean audit report. A motion was made by Fliss and seconded by Hanson to approve the 2023 audit with a percentage correction on the bottom of page 58. All voted in favor. None voted against. The motion was carried.

John Meyer was present to discuss the preliminary and final plat map for the extension of Lexington Avenue. The Planning Commission recommended the approval of the revised preliminary and final plat map which would create 5 potential residential lots. A motion was made by Fliss and seconded by Kack to approve the preliminary and final plat mat. All voted in favor. None voted against. The motion was carried.

A motion was made by Hanson and seconded by Cram to approve a temporary liquor license for the Yellow Medicine County Fair Association for July 18th-July 20th. All voted in favor. None

voted against. The motion was carried.

A motion was made by Fliss and seconded by Kack to adopt the Food Truck Ordinance No. 336. All voted in favor. None voted against. The motion was carried.

A motion was made by Kack and seconded by Hanson to approve Resolution 2024-06-18-1. All voted in favor. None voted against. The motion was carried.

Resolution 2024-06-18-1

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
<u>Fire Department</u>	
Fire Call	\$1,000.00
<u>Public Works</u>	
Water Disconnect Fee	\$25.00
Water Reconnect Fee	\$25.00
Water Connection Fee	\$450 plus cost
Sewer Connection Fee	\$450 plus cost
<u>Recreation</u>	

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
Mobile Food Unit/Food Truck	\$30.00 per month

Community Center

Community Center Rental	No charge, see rules
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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 18th day of June, 2024.

Attest:

Mayor

City Administrator

The removal of obsolete assets was discussed. After discussion, it was recommended to create a form that would provide proper documentation of each asset removed. This was tabled and will be discussed again at a future meeting.

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

Nancy Bormann, Mayor

Bonnie Merritt, City Administrator