

A regular meeting was held in person and virtually with the meeting originating at City Hall, Canby Minnesota on April 23<sup>rd</sup>, 2025, at 6pm.

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

Absent: Denise Hanson

Visitors: Bonnie Merritt, City Administrator  
Thalia Sik, Administrative Secretary  
Gerald Boulton, City Attorney  
Krystle Thovson  
Allison Broesder  
Derrick Ruether  
Larry Duis  
Chad Doose  
Brian Rosenau  
Jake Erickson  
Brian Meyer

Virtually Attending:  
None

The regular Council meeting was called to order.

The agenda was reviewed. A motion was made by Kack and seconded by Cram to approve the agenda as presented. All voted in favor. None voted against. The motion was carried.

The Board of Appeal and Equalization Hearing was opened. County Assessor Brian Rosenau shared a residential sales study showed there was a 5% reduction in home values last year and Canby experienced an average year for home sales. No public comments were submitted or received.

The council minutes from the April 2<sup>nd</sup> meeting were reviewed. A motion was made by Fliss and seconded by Cram to approve the April 2<sup>nd</sup> minutes. All voted in favor. None voted against. The motion was carried.

Allison Broesder with the Canby Public Library was present to share library stats. She stated foot traffic and computer use is up from previous, but circulation is down. They are working on planning new activities to continue to increase foot traffic and hopes to see more circulation.

Brian Meyer with DGR Engineering was present to discuss the bid tabulation for the Airport Crack Repairs and Surface Treatment project. There was a total of 4 bids received and the lowest bid was received from Fahrner Asphalt Sealers, LLC in the amount of \$309,061.90. This came in at 40% below the DGR estimate. This project is expected to begin in the fall of 2025.

Resolution No. 2025-04-23-1 was reviewed. A motion was made by Fliss and seconded by Kack to approve this resolution. All voted in favor. None voted against. The motion was carried.

**RESOLUTION NO.     2025-04-23-1**

**RESOLUTION APPROVING PLANS, SPECIFICATIONS, ACCEPTING CONTRACTOR BID,  
APPROVING CONSTRUCTION PHASE ENGINEERING, AND AUTHORIZING SUBMITTAL OF  
GRANT APPLICATION**

**City of Canby, Minnesota  
Airfield Pavement Crack Repairs & Surface Treatment**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the following resolution be adopted:

WHEREAS, the City of Canby, Minnesota has published notices and conducted a bid letting for the Airfield Pavement Crack Repairs & Surface Treatment, Canby Municipal Airport, Canby, Minnesota project Federal Aviation Administration (FAA) Airport Improvement Program Grant Project 3-27-0144-022-2025, herein referred to as the Project, and

WHEREAS, plans, specifications and cost estimates have been prepared by DGR Engineering for the project, and

WHEREAS, a bid letting was held on April 2, 2025, at 2:00 PM at the City Office, Canby, Minnesota, and

NOW, THEREFORE, BE IT RESOLVED that the City of Canby, Minnesota:

1. Approves the plans, specifications, form of contract and cost estimates prepared for the project.
2. The bid of **Fahrner Asphalt Sealers, LLC of Eau Claire, WI** in the amount of **\$309,061.90** for the construction of the Project as described in the plans and specifications, is hereby accepted, conditional on the receipt of an FAA grant, the same being the lowest responsive bid received for said work. The bid acceptance includes Bid Schedule A, Bid Schedule B, and Bid Schedule C.
3. Certifies the availability of local matching funds.
4. Authorizes the Mayor to prepare, sign and submit FAA grant application materials for the project, and authorizes the Mayor to execute the FAA Grant Agreement.
5. Authorizes the Mayor to sign the Notice of Award conditional on the receipt of an FAA grant.
6. Authorizes the Mayor to execute the construction phase engineering agreement, Task Order No. 8, with DGR Engineering. The Task Order was previously reviewed by the Federal Aviation Administration as an eligible project expense.
7. Authorizes the Mayor to execute the construction contract accepted above, contingent upon execution of the FAA Grant Agreement for the construction of said improvements, and to issue a Notice to Proceed.

Passed and approved this 23rd day of April, 2025.

**City of Canby**

\_\_\_\_\_  
**Mayor**

ATTEST:

\_\_\_\_\_  
City Administrator

Fire Chief Derrick Ruether was present to discuss the purchase of a new UTV for the fire department. The fire department plans to sell 2 ATVs and would put the funds received towards the purchase of this new UTV and would also use their fund-raising money earned from the steak fry towards this purchase. A motion was made by Cram and seconded by Fliss to allow the fire department to start advertising these 2 ATVs for sale. All voted in favor. None voted against. The motion was carried.

An administrator's report was given. City Administrator Bonnie Merritt reminded the council that city-wide cleanup days are happening on May 2<sup>nd</sup> and May 3<sup>rd</sup> and informed the council that the door operator for the back entrance into the community center had been installed.

The public hearing was closed. No one was in attendance for this hearing.

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

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Nancy Bormann, Mayor

ATTEST:

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Bonnie Merritt, City Administrator