A regular meeting of the City Council for the City of Canby, Minnesota was held on March 4, 2020 at 6:00 P.M. in the City Council Chambers.

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  
 Isaiah Keating  
 Donny Cleveland  
 Matt Paulsen   
 Chris Husby  
 Chris Ronning  
 Linda Blackwelder  
 Bonnie Merritt  
 Eric Hanson  
 Josh Bruning

The Pledge of Allegiance was recited, and the meeting was called to order.

The minutes of February 19, 2020 were reviewed. A motion was made by Bies and seconded by Maas to approve the minutes with the word corrected in the approval of the February 5th minutes. All voted in favor. None voted against. The motion was carried.

A pay request 4 for Bituminous Paving, Inc. was reviewed. A motion was made by Bies to approve the pay request in the amount of $28,505.08. The motion was seconded by Maas. All voted in favor. None voted against. The motion was carried.

The Planning Commission brought a recommendation to allow Ag Plus to put up a new sign. A motion was made by Namken to allow the new sign at Ag Plus. The motion was seconded by Hanson. All voted in favor. None voted against. The motion was carried.

Resolution 2020-03-04-1 was reviewed. A motion was made by Hanson to approve Resolution 2020-03-04-1. The motion was seconded by Maas. All voted in favor. None voted against. The motion was carried.

CITY OF CANBY  
RESOLUTION NO. 2020-03-04-1  
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 Heartland Eyecare, Olson Sanitation, Chuck Fennell Insurance Agency and

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 $250.00 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 Heartland Eyecare, Olson Sanitation, and Chuck Fennell Insurance Agency for their gracious and generous donation.

ADOPTED this 4th Day of March, 2020.

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Nancy Bormann, Mayor

ATTEST:

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Rebecca Schrupp, City Administrator

Resolution 2020-03-04-2 was reviewed. A motion was made by Maas to approve Resolution 2020-03-04-2. The motion was seconded by Namken. All voted in favor. None voted against. The motion was carried.

CITY OF CANBY

RESOLUTION NO. 2020-03-04-2

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 LA Amundson Ohana Foundation and

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 $50,000.00 is hereby accepted by the City of Canby and shall be used by the City for the purchase of a new fire truck.
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 LA Amundson Ohana Foundation for their gracious and generous donation.

ADOPTED this 4th Day of March, 2020.

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Nancy Bormann, Mayor

ATTEST:

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Rebecca Schrupp, City Administrator

Amendment 1 for the airport turn-around taxiway project was reviewed. A motion was made Hanson and seconded by Maas to approve Amendment 1 to Task Order No. 1. All voted in favor. None voted against. The motion was carried.

A temporary liquor license was reviewed for St. Peter’s school. A motion was made by Bies to approve the temporary liquor license for St. Peter’s school. The motion was seconded by Maas. All voted in favor. None voted against. The motion was carried.

A temporary liquor license was reviewed for the Fire Department. A motion was made by Maas and seconded by Bies to approve the temporary liquor license for the Fire Department. All voted in favor. None voted against. The motion was carried.

The fee schedule was reviewed. A motion was made by Maas to approve Resolution 2020-03-04-03 approving specific fees. The motion was seconded by Hanson. All voted in favor. None voted against. The motion was carried.

**Resolution 2020-03-04-03**

**Resolution Approving Specific Fees to be Charge 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

Fee Category Amount

Administrative

Returned Check $30.00  
Budget Reports $25  
Audit Reports $25  
Copies (External Copier) $0.25 per sheet  
Copies (Internal Copier) $0.25 per sheet

Public Safety

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 $750.00

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 $50.00 plus cost  
Rezone $150.00 plus cost  
Street & Alley Vacations $50.00 plus cost

Licenses and Permits

Tobacco $150.00

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 this 4th day of March, 2020 .

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Mayor

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City Administrator

A quote for banners from Display Sales was reviewed. A motion was made by Bies to approve the quote in the amount of $1,497.25. The motion was seconded by Namken. All voted in favor. None voted against. The motion was carried.

Broadcasting the Council meetings on You Tube and Facebook was discussed. The discussion was tabled until more information about the cost of a company coming in to set up live streaming is obtained.

The vendor transactions for February was reviewed. A motion was made by Bies to approve the transactions in the amount of $263,861.37. The motion was seconded by Maas. All voted in favor. None voted against. The motion was carried.

Discussion on the scheduling committee was discussed. They met the Monday prior to the meeting. Hours at City Hall were discussed. They will stay on the same summer schedule that they have been. Discussion on hiring someone else for the office with retirements coming up was discussed. No action was taken. Putting forms on the website was discussed. Schrupp will work on getting those on the website as time allows.

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

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Mayor

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City Administrator