A regular meeting of the City Council for the City of Canby, Minnesota was held on September 17, 2019 at 4:30 P.M. in the City Council Chambers.

Members: Nancy Bormann, Eugene Bies, Denise Hanson, and Frank Maas

Absent: Casey Namken

Visitors: Rebecca Schrupp, City Administrator  
 Gerald Boulton, City Attorney  
 Philip DeSchepper, Bolton & Menk  
 Melissa Denelsbeck, Canby News   
 Stephanie Johnson  
 Joshua Johnson   
 Jody Olson

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

The minutes of September 4, 2019 were reviewed. A motion was made by Hanson and seconded by Bies to approve the minutes. All voted in favor. None voted against. The motion was carried.

Phillip DeSchepper gave an update on the infrastructure project. It was discussed on if the Council wanted Jeremy Kueckle to come to the next meeting. It was decided that Nancy and Frank would go to the next Council meeting and address it after that.

Resolution 2019-09-17-01 was reviewed. A motion was made by Hanson to approve Resolution 2019-09-17-01. The motion was seconded by Bies. All voted in favor. None voted against. The motion was carried.

**Resolution NO. 2019-09-17-01  
Resolution Declaring Cost to be Assessed, and Ordering Preparation of Proposed Assessment**

WHEREAS, a contract has been let Infrastructure Replacement Phase II & III, the improvement of Pine Avenue and Walnut Avenue from 1st Street West to 4th Street, Poplar Avenue from 1st Street South to Fairgrounds Road, 1st Street West from Maple Avenue to Poplar Avenue, 2nd Street from half block NW of Pine Avenue to Poplar Avenue and 2nd Street midblock between Haarfager to St. Olaf, 3rd Street and 4th Street from half block NW of Pine Avenue to Poplar Avenue, 1st Street South from Poplar Avenue to St. Olaf Avenue, 11th Street from St. Olaf Avenue to Oscar Avenue, 10th Street, 9th Street, 8th Street, 7th Street, 5th Street, Alley between 5th Street and 4th Street, 4th Street from Haarfager Avenue to St. Olaf Avenue, St. Olaf Avenue from 1st Street West to C.S.A.H. 3, Alley between St. Olaf and Oscar Avenue from 5th Street to C.S.A.H. 3, Oscar Avenue from 8th Street to 11th Street, Lac Qui Parle Avenue and Beaver Creek Drive from 5th Street to 6th Street, 6th Street from St. Olaf Avenue from Beaver Creek Drive, 7th Street from St. Olaf Avenue to Oscar Avenue, 9th Street from St. Olaf Avenue to Oscar Avenue, and Lexington Avenue from Fairgrounds Road to the North limits of Lexington Avenue by reconstructing the streets and utilities and the contract price for such improvement is $10,254,392.70 and the expenses incurred or to be incurred in the making of such improvement amount to $2,666,142.10 so that the total cost of the improvement will be $12,920,534.80.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CANBY, MINNESOTA:

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be $10,755,711.37 and the portion of the cost to be assessed against benefited property owners is declared to be $2,164,823.43.

2. Assessments shall be payable in equal annual installments extending over a period of 30 years, the first of the installments to be payable on or before the first Monday in January, 2020, and shall bear interest at the rate of 2 percent per annum from the date of the adoption of the assessment resolution.

3. The city clerk, with the assistance of the city engineer (Bolton & Menk, Inc.), shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he/she shall file a copy of such proposed assessment in his/her office for public inspection.

4. The clerk shall upon the completion of such proposed assessment, notify the council thereof.

Adopted by the council this 17 day of September, 2019.

Mayor

City Clerk

Resolution 2019-09-17-02 was reviewed. A motion was made by Bies to approve Resolution 2019-09-17-02. The motion was seconded by Maas. All voted in favor. None voted against. The motion was carried.

**Resolution NO. 2019-09-17-02  
Resolution for Hearing on Proposed Assessment**

WHEREAS, by a resolution passed by the council on September 17th, 2019, the city clerk was directed to prepare a proposed assessment of the cost of Infrastructure Replacement Phase II & III, the improvement of Pine Avenue and Walnut Avenue from 1st Street West to 4th Street, Poplar Avenue from 1st Street South to Fairgrounds Road, 1st Street West from Maple Avenue to Poplar Avenue, 2nd Street from half block NW of Pine Avenue to Poplar Avenue and 2nd Street midblock between Haarfager to St. Olaf, 3rd Street and 4th Street from half block NW of Pine Avenue to Poplar Avenue, 1st Street South from Poplar Avenue to St. Olaf Avenue, 11th Street from St. Olaf Avenue to Oscar Avenue, 10th Street, 9th Street, 8th Street, 7th Street, 5th Street, Alley between 5th Street and 4th Street, 4th Street from Haarfager Avenue to St. Olaf Avenue, St. Olaf Avenue from 1st Street West to C.S.A.H. 3, Alley between St. Olaf and Oscar Avenue from 5th Street to C.S.A.H. 3, Oscar Avenue from 8th Street to 11th Street, Lac Qui Parle Avenue and Beaver Creek Drive from 5th Street to 6th Street, 6th Street from St. Olaf Avenue from Beaver Creek Drive, 7th Street from St. Olaf Avenue to Oscar Avenue, 9th Street from St. Olaf Avenue to Oscar Avenue, and Lexington Avenue from Fairgrounds Road to the North limits of Lexington Avenue by reconstruction the streets and utilities and

WHEREAS, the clerk has notified the council that such proposed assessment has been completed and filed in her office for public inspection,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CANBY, MINNESOTA:

1. A hearing shall be held at 6:00 p.m. on October 16th, 2019 in the Community Room located at 110 Oscar Avenue North to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.

2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and shall state in the notice the total cost of the improvement. She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.

3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Canby except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the council this 17th day of September,2019

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Mayor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City Clerk

The utility easement for Stephanie Johnson was reviewed. A motion was made by Maas and seconded by Bies to approve the utility easement. All voted in favor. None voted against. The motion was carried.

An agreement with RH Sealcoating & Asphalt for the crack repairs at the airport was reviewed. A motion was made by Hanson to approve the agreement with RH Sealcoating & Asphalt. The motion was seconded by Bies. All voted in favor. None voted against. The motion was carried.

Resolution 2019-09-17-03 was reviewed. A motion was made by Bies to approve Resolution 2019-09-17-03. The motion was seconded by Maas. All voted in favor. None voted against. The motion was carried.

**RESOLUTION 2019-09-17-03**  
**AUTHORIZATION TO EXECUTE**  
**MINNESOTA DEPARTMENT OF TRANSPORTATION**  
**GRANT AGREEMENT FOR AIRPORT IMPROVEMENT**  
**EXCLUDING LAND ACQUISITION**

It is resolved by the **City of Canby** as follows:

1. That the state of Minnesota Agreement No. **1035115**,

"Grant Agreement for Airport Improvement Excluding Land Acquisition,” for

State Project No. **A8702-33** at the **Canby Municipal (Meyers Field) Airport** is accepted.

2. That the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ are

(Title) (Title)

authorized to execute this Agreement and any amendments on behalf of the **City of Canby**.

**CERTIFICATION**

STATE OF MINNESOTA   
COUNTY OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name of the Recipient)

at an authorized meeting held on the \_\_\_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , 20

as shown by the minutes of the meeting in my possession.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Clerk or Equivalent)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CORPORATE SEAL **/OR/** NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The 2020 preliminary budget was reviewed. A motion was made by Hanson to adopt the 2020 preliminary budget. The motion was seconded by Maas. All voted in favor. None voted against. The motion was carried.

The 2020 preliminary levy was reviewed. Resolution 2019-09-17-04 was reviewed. A motion was made by Maas to adopt Resolution 2019-09-17-04. The motion was seconded by Bies. All voted in favor. None voted against. The motion was carried.

**Resolution 2019-09-17-04**

**City of Canby**

**2019-09-17-04**

State of Minnesota

County of Yellow Medicine

City of Canby

**Resolution Adopting the 2020 Preliminary Levy**

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 2020, upon the taxable property in the City of Canby, for the following purposes:

General Fund $340,911.00

Farmer’s Co-op Abatement $7,350.00

Fire Hall Inter-Fund Loan of 2014 $10,629.00

2010 Infrastructure Bond $137,500.00  
 2014 Infrastructure Bond $137,500.00

2018 Infrastructure Bond 150,000.00  
 2016 Swimming Pool Bond $54,705.00

2018 GO Improvement Bond 5,434.00  
  
 Total Tax Levy $844,029.00

Be it further resolved by the Council of the City of Canby that the Truth in Taxation Public Hearing be held on December 4th, 2019 at 6:00 P.M.

The 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 17th day of September 2019.

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

Mayor

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

At the next meeting, policy and enforcement of ordinances on parking, debris in the street, golf cart, and glass clippings will be reviewed.

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

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

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