

Canton City Council
October 12, 2022 – 6 p.m.
Regular Meeting Agenda

1. Call to order
2. Pledge of Allegiance
3. Approval of agenda
4. Consent agenda
 - a. Approval of September minutes
 - b. Approval of October disbursements
 - c. Approval of Resolution 22-13: CCA Raffle/March 19, 2023
5. Public comments
6. Reports
 - a. Clerk (Deputy Clerk)
 - b. Public Works
 - c. Fire Department
 - i. Discussion on appointment of Cody Lueck
 - d. Police
 - e. Planning Commission
 - i. Discussion on Devry Kerns garage, Jamie Knutson garage & Roman Yoder deck application; Robroy Kelly deck construction without permit
 - f. Other
7. Unfinished business
 - a. Joint MC School Board/Mabel & Canton council meeting update
 - b. Mitson House repairs update
 - c. Nuisance Property Update
 - d. Arlin Falck Foundation grant application update
 - e. City Clerk vacancy discussion
 - f. Other
8. New business
 - a. Discussion on CCA request for temporary Liquor License application for Halloween Dance
 - b. Discussion on East Canton Avenue street closure request for Oct 22, 2022 by Scott Fairchild for fund raiser
 - c. Discussion on possible council tour of city buildings
 - d. Discussion on Mayor & Council Member annual pay raise
 - e. Discussion on November special meeting to canvas/certify election results (11/11 – 11/18)
 - f. Discussion on West Canton Ave street closure for Trunk or Treat CCA event (Oct 31, 2022) 4 -6 pm
 - g. Discussion on CCA request for Main Street & Veteran's Drive closure for Santa Day, Dec 10; 5-7 pm
 - h. Other
9. Adjourn

Upcoming meetings

Next regular meeting: November 9, 2022 at 6 p.m.



This is a preliminary draft of the September 14, 2022 minutes as interpreted by the deputy clerk for use in preparing the official minutes. There may be corrections, additions and/or omissions before the final minutes are reviewed and officially approved by the city council.

Canton City Council Regular Meeting Minutes September 14, 2022

The Canton City Council held its regular meeting on September 14, 2022 at the Canton Town Hall. Members present: Mayor Cindy Shanks, Carl Ernst, Josh Nordsving and Kristy Ziegler. Randy Gossman was absent. City staff present: Jim Davis, Barb Kerns and Jon Nordsving. Visitors present: Jamie Knutson and Mark Prestby.

Mayor Shanks called the meeting to order at 6:00 pm, with the Pledge of Allegiance recited by all present.

Motion by Ernst, second by Josh Nordsving to approve amended agenda; motion carried.

Motion by Josh Nordsving, second by Ziegler to approve the consent agenda.

Public comments: None

Mayor's report: Mayor Shanks opened her report by expressing her thanks to former clerk Brock Bergey, apologizing for not acknowledging the work he had done for the city in cleaning up a big mess from his predecessor at the special meeting. Shanks noted Bergey's hard work and dedication. She closed that portion of her report by stating that Canton is in a better place than it was three years ago. Shanks also stated that ads are being run seeking a replacement.

Deputy Clerk: Deputy Clerk Kerns reported that city business is continuing with each day being a learning experience and that patience is appreciated as the office continues to adjust to the clerk vacancy. Disconnect notices will be resuming as delinquent accounts continue to be an issue for some residents.

Public works: Jon Nordsving gave an update on the ongoing electrical boring and resulting water main break which caused an extended water outage for a large portion of city residents on Thursday and Friday, September 8 & 9. Nordsving reported that the additional wage & repair cost will be submitted to A-1 for reimbursement. His report also included a waste water treatment plant status report, including the need for repair of a mixer at the plant, which is still under warranty. Replacement parts shipment is expected to be delayed due to being made in Sweden. Nordsving also explained the possible purchase of the utility locator and camera system and its potential benefits to the city.

Fire Department: None

Police: None

Planning Commission: Josh Nordsving stated he will be following up with Peterson's regarding their deck construction. Ernst inquired about the status of the Pena property garage construction on South Main. Kerns stated that Bergey had spoken to the resident prior to his departure and had stated that as long as the foundation of the garage was completed, the unforeseen delay in construction would not be a problem.

Budget: Mayor Shanks & councilor Ziegler presented the proposed General Fund budget and preliminary 2023 General Fund Levy. Proposed expenditures of \$256,431 represented an 8.0% decrease from 2022 due to the purchase of the backhoe, no longer included in the budget.

There was an increase of \$1,942 in employee wages, an anticipated 10% increase in worker's compensation insurance and liability insurance premium decrease due to a review of coverage. Other changes included a 7% increase in property insurance, \$1,000 added for awards and recognition, operating supplies increase of \$1,000 due to rising fuel and other costs, capital outlay added for Town Hall furnace replacement and utility locator and camera system purchase. Also included was the \$2 per capita increase to ambulance services and slight increases to electric and gas utilities.

Preliminary General Fund budget revenues totaled \$277,085 which reflected a 1.0% increase from 2022. Included in this total was an increase in LGA funds of \$655 and expected increase of electric for CCA and Legion. Ernst made a motion to set the levy at 6.0% to generate an additional \$9,874.06. The motion was seconded by Kristy; motion carried. The proposed levy will be submitted with final levy due in December, which can be adjusted down.

Employee handbook: In continued discussion, the update of the employee handbook and personnel policy revisions were approved. Ernst stated that he was not in favor of payouts for employees and would not vote to authorize this portion of the proposal. Ernst made a motion to adopt the package which makes PTO available to employees over 32 hours per week.

Eligibility accrual:

0-5 years – 100 hrs.

6-10 years – 140 hrs.

11-15 years – 180 hrs.

15+ years – 200 hrs.

Rollover of 80 hrs. at the end of the year but never exceed 280 hrs. total unused.

Discontinue existing vacation/sick leave policy.

Ziegler seconded the motion; motion passed. The approved changes will be added to the Employee Handbook for future council approval prior to implementation.

It was decided to the application for the Arlin Falck grant would be for upgrades to the City Park shelter and that the roof of the former bus shed be added to the grant as a part of the request.

Carl Ernst and Kristy Ziegler volunteered to attend the Mabel-Canton School

Board joint meeting with Mabel and Canton's city council representatives. At the time of the meeting, the date was yet to be determined.

A change to the existing water meter requirement wording was approved. A motion was made by Ziegler and second by Ernst to add clarification regarding multiple family properties. Josh Nordsving explained the proposed change is needed as the language needs to specifically address multi-family housing units with one service connection. The proposed changes will be submitted to the city attorney for review.

Motion by Josh Nordsving; second by Ernst to adjourn at 6:35pm.

October 2022 Disbursements

General Fund

Acentek	220.56	City hall, town hall services	
Banyon Data Systems	2,610.00	Annual system support	
Canon Financial Services	25.00	Copier lease	
Decorah Auto Center	7.87	City Truck - parts	
Fillmore County Attorney	230.50	Ordinance - Dorn: \$30.50; Hayes: \$58; Shanks: \$65; Whalen: \$77	
Fillmore County Auditor-Treasurer	6,240.00	Contracted Policing Services 2nd Quarter 2022	
Fillmore County Journal	273.87	City Clerk ad - 2 wks	
Kerns, Barb	33.74	Mileage/Postage - Arlin Falck Grant submission	
Kingsley Merchantile	45.43	Misc cleaning supplies	
MiEnergy	64.04	City hall electric	
MiEnergy	77.50	Town hall electric	
MiEnergy	30.15	Bus shed electric	
MiEnergy	483.19	Street lights electric	
MiEnergy	59.40	Welcome sign electric	
MiEnergy	29.53	Ball field electric	
Minnesota Energy Resources	19.33	City hall gas	EFT
Minnesota Energy Resources	19.33	Maintenance shop gas	EFT
Minnesota Energy Resources	53.42	Town hall gas	EFT
Nethercut Schieber Attorneys	75.00	September Services .5 hrs	
Nordsving, Jon	50.00	Cell phone stipend	
Tri-State Business Machines	41.05	Copier monthly contract	
Village Farm & Home	113.63	Supplies	
Wright Way Computers	688.87	Monthly services \$34.29; Past year serv \$654.58	
Total General Disbursements	11,491.41		

Mitson Fund

MiEnergy	29.53	Mitson electric	
Total Mitson Disbursements	29.53		

Water Fund

Acentek	39.59	Dailer system	
Bank of Zumbrota	755.25	Interest payment on water note	EFT
Gopher State One Call	20.25	Locates	
MiEnergy	603.01	Pump house electric	
Total Water Disbursements	1,418.10		

Sewer Fund

Acentek	39.59	WWTF services	
Alden Pool and Municipal Supply Co	340.55	UV Lamp (late billing)	
MiEnergy	748.92	WWTF electric	
Team Lab	114.00	Locate supplies	
USA Bluebook	150.67	Tubing for Geopump	
Utility Consultants	898.08	WWTF samples	
Total Sewer Disbursements	2,291.81		

Garbage Fund

Richard's Sanitation	2,627.87	Sept service	
Total Garbage Disbursements	2,627.87		

Fire Department

Acentek	64.95	Internet service	
Fillmore County Journal	175.93	Firefighter/Emergency response ads	
MiEnergy	75.06	Fire hall electric	
MiEnergy	113.75	Cooler electric	
Minnesota Energy Resources	19.33	Fire hall gas	EFT
Mississippi Welders Supply Co	306.00	Air Tank Maintenance	
Riverland Community College	1,700.00	Training - Live Burn House	
Total Fire Dept. Disbursements	2,455.02		

Total Disbursements 20,313.74

*EFT = Electronic Funds Transfer

State of Minnesota
County of Fillmore

City of Canton

Resolution #2022-14

RESOLUTION TO OF SUPPORT FOR THE CANTON COMMUNITY ASSOCIATION TO APPLY FOR MINNESOTA LAWFUL GAMBLING EXEMPT PERMIT

WHEREAS, the Canton Community Association wishes to conduct a lawful raffle and will award less than \$50,000 in prizes during a calendar year; and

WHEREAS, an exempt permit may be issued to a nonprofit organization by application to the Minnesota Gambling Control Board; and

WHEREAS, the application requires approval by the city council before submission to the Minnesota Gambling Control Board; and

WHEREAS, a non-refundable application fee of \$100.00 must accompany the application, and

WHEREAS, a financial report form will be mailed with the approved exempt permit and is to be returned to the Minnesota Gambling Control Board within 30 days after the gambling activity is completed.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Canton, Fillmore County, Minnesota has approved the Canton Community Association's request to apply for a Minnesota Lawful Gambling permit application.

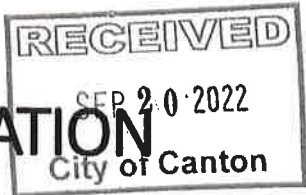
Passed and adopted by the City Council of Canton, Minnesota this 12th day of October 2022.

Cindy Shanks, Mayor

ATTEST:

Barb Kerns, Deputy City Clerk

5



CITY OF CANTON PERMIT APPLICATION

LAND USE

Names of all Landowners: Devry Kerns Phone #: 563-419-8729
Tina Kerns Phone #: 563-419-0381
 Phone #: _____

Property Address: 100 1st St. S

City, State, Zip: Canton mn 55922

Parcel #: 090163000 Legal Description from deed, abstract or Recordors Office:
JG Lamms Addition

Section: Lot 011

Have you started work on this project? Yes: _____ No: X
 Is there an access to this property? Yes: Y No: _____
 Is this project located under a power line? Yes: _____ No: Y

Proposed Project: 3 car garage Total # of bedrooms _____
 (New home, addition, move in a structure, outbuilding or other.)

Estimated cost: 30,000

Total Square Footage:	Length		Width		Total
Basement		X		=	
1st level	<u>24</u>	X	<u>36</u>	=	<u>864</u>
2nd level		X		=	
Attached Garage		X		=	
Porch or Deck		X		=	
Total Square Footage		X		=	

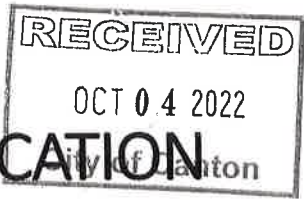
NO WORK MAY BEGIN UNTIL A PERMIT IS OBTAINED. IF WORK HAS BEGUN ON THE PROJECT BEFORE A PERMIT IS ISSUED, A \$400.00 LATE FEE MUST BE PAID IN ADDITION TO THE PERMIT FEE. The following projects are assessed \$7.50 per 100 square feet of living space; New Homes, home additions, porches, decks, attached garages, homes being moved in, and manufactured homes. All other structures are assessed at \$5.00 per 100 square feet (storage buildings, detached garages). A minimum is \$8.00.

TOTAL FEE 44.00 (NO REFUNDS)

8.

Existing garage removed
New garage made 8 feet north
to be approximately 14 feet from
Yobers property line
22 feet currently east side of garage
from edge of alley





CITY OF CANTON PERMIT APPLICATION

LAND USE

Names of all Landowners: Jamie Knutson Phone #: 507-450-6503
Holly Knutson Phone #: 507-450-7319
 _____ Phone #: _____

Property Address: 209 N. Main St.
 City, State, Zip: Canton mn 55922

Parcel #: _____ Legal Description from deed, abstract or Recorders Office: _____

Section: _____

Have you started work on this project? Yes: _____ No: X
 Is there an access to this property? Yes: X No: _____
 Is this project located under a power line? Yes: _____ No: X

Proposed Project: New garage Total # of bedrooms 0
 (New home, addition, move in a structure, outbuilding or other.)

Estimated cost: \$10,000

Total Square Footage:	Length		Width	=	Total
Basement	_____	X	_____	=	_____
1st level	_____	X	_____	=	_____
2nd level <u>Detached</u>	_____	X	_____	=	_____
Attached Garage	<u>42</u>	X	<u>30</u>	=	<u>1260</u>
Porch or Deck	_____	X	_____	=	_____
Total Square Footage	_____	X	_____	=	_____

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TOTAL FEE \$63 (NO REFUNDS)

Josh Nordeving
[Signature] 10-10-22

An aerial photo of the site must be provided with the application showing the location of the proposed construction. (Aerial photos are available from the Fillmore County Zoning Office.)

Measure and determine the following distances from the structure you are building:

1. Setback from center of a public road and setback from all property lines. See attachments
2. Setback from a well. N/A
3. Setback from a sewer system. N/A
4. Setback from a bluff N/A
5. Setback from the nearest feedlot. N/A
6. Setback from a rock quarry. N/A

SITE INSPECTIONS ARE REQUIRED FOR ALL NEW DWELLINGS. The footings must be dug and inspected before the actual construction of the dwelling may begin.

I hereby certify that the information contained herein is correct and agree to do the proposed work in accordance with the provisions of the Ordinances of City of Canton, Fillmore County and the Statutes of the State of Minnesota.

Signatures of All Landowners

Holly Krueger

Name

10/3/22

Date

[Signature]

Name

10-3-22

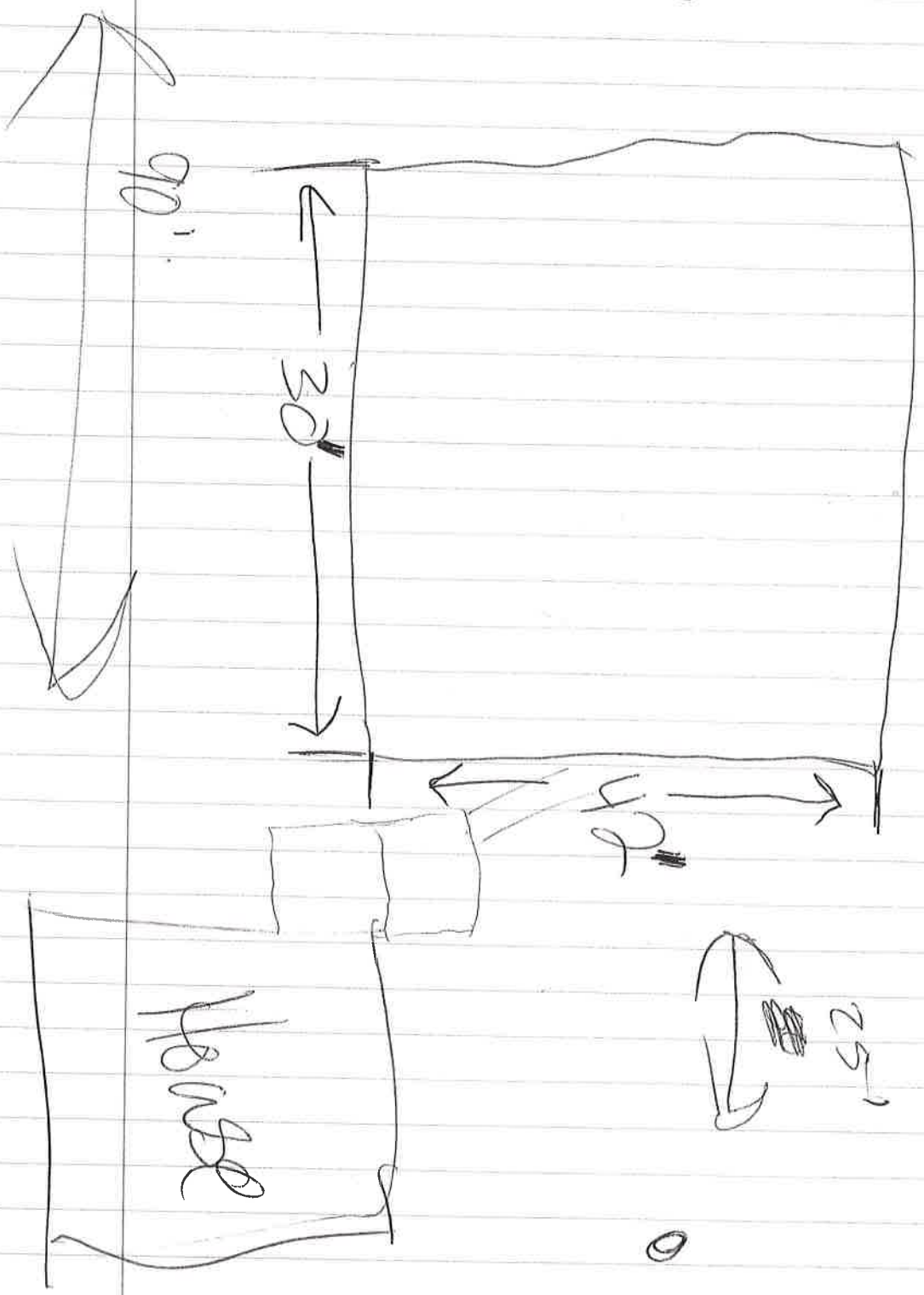
Date

Name

Date

Send all correspondence to:
City of Canton
PO Box 92
Canton, MN 55922







CITY OF CANTON PERMIT APPLICATION

LAND USE

Names of all Landowners: Roman Yoder Phone #: 102-760-5752
Teriana Yoder Phone #: 507-251-10769
 _____ Phone #: _____

Property Address: 102 S. 1st St.

City, State, Zip: Canton, MN, 55902

Parcel #: 09.01164.000 Legal Description from deed, abstract or Recorders Office:

lots 15, 16, 17 & 18 in block 1, Lamm's addition

Section: _____

Have you started work on this project? Yes: _____ No:
 Is there an access to this property? Yes: _____ No: _____
 Is this project located under a power line? Yes: _____ No:

Proposed Project: small 8x8 walkout deck off the front porch Total # of bedrooms _____
 (New home, addition, move in a structure, outbuilding or other.)

Estimated cost: \$2,500

Total Square Footage:	Length		Width		Total
Basement	_____	X	_____	=	_____
1st level	_____	X	_____	=	_____
2nd level	_____	X	_____	=	_____
Attached Garage	_____	X	_____	=	_____
Porch or Deck	<u>8</u>	X	<u>8</u>	=	_____
Total Square Footage	_____	X	_____	=	_____

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TOTAL FEE \$8.00 (NO REFUNDS)

Josh Norstrom
[Signature] 10-10-22

An aerial photo of the site must be provided with the application showing the location of the proposed construction. (Aerial photos are available from the Fillmore County Zoning Office.)

Measure and determine the following distances from the structure you are building:

1. Setback from center of a public road and setback from all property lines. 50 ft.
2. Setback from a well. NA
3. Setback from a sewer system. NA
4. Setback from a bluff NA
5. Setback from the nearest feedlot. NA
6. Setback from a rock quarry. NA

SITE INSPECTIONS ARE REQUIRED FOR ALL NEW DWELLINGS. The footings must be dug and inspected before the actual construction of the dwelling may begin.

I hereby certify that the information contained herein is correct and agree to do the proposed work in accordance with the provisions of the Ordinances of City of Canton, Fillmore County and the Statutes of the State of Minnesota.

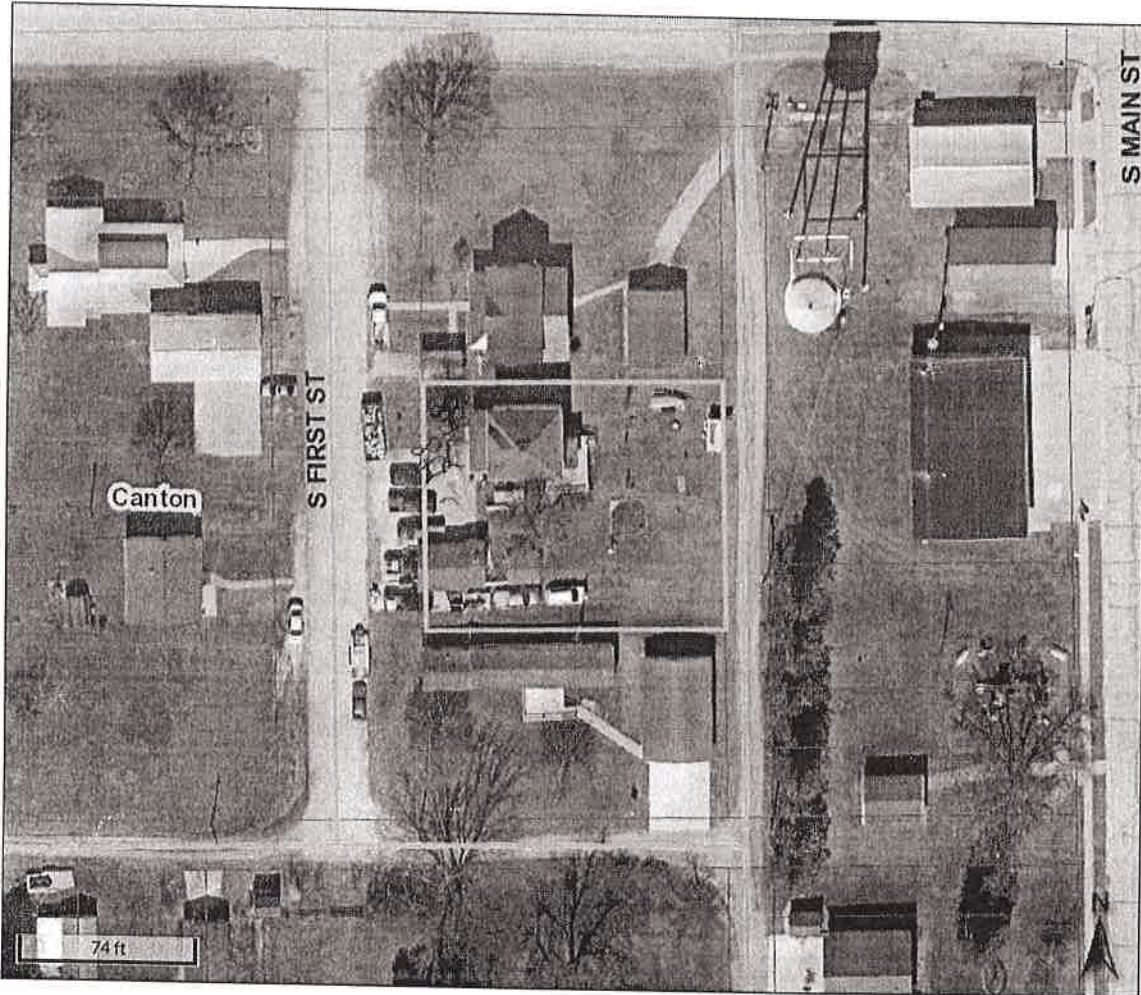
Signatures of All Landowners

Dave Yoder 10-3-22
Name Date

Leniana Yoder 10-3-22
Name Date

Name Date




Send all correspondence to:
City of Canton
PO Box 92
Canton, MN 55922



Overview



Legend

-  Parcels
-  Municipalities
-  Road Centerlines

8 ft
8 ft
 Walk out clear
 off the
 front porch

Parcel ID	090164000	Alternate ID	n/a	Owner Address	ROMAN YODER & TERIANAS YODER
Sec/Twp/Rng	--	Class	201 - RESIDENTIAL		102 1ST ST S
Property Address	102 1ST ST S	Acreage	n/a		CANTON, MN 55922
	CANTON				
District	CANTON CITY/SD #0238				
Brief Tax Description	JG LAMMS ADDITION Lot-015 Block-001 LOTS 15-16-17-18 BLK 1 J. G. LAMMS ADDITION				
	(Note: Not to be used on legal documents)				

Date created: 10/3/2022
 Last Data Uploaded: 9/30/2022 11:16:00 PM

Developed by  **Schneider**
 GEOSPATIAL

617526

RECEIVED

OCT 06 2022

City of Canton

CUSTOMER'S ORDER NO.	DEPARTMENT	DATE 9-19-22
NAME Kathy Haynes		
ADDRESS 104 S West St		
CITY, STATE, ZIP Canton, MN 55922		
SOLD BY	CASH	C.O.D.
CHARGE	ON ACCT.	MOSE. REID.
PAID OUT		

QUANTITY	DESCRIPTION	PRICE	AMOUNT
	<u>ESTIMATE</u>		
2	* Fix leak in foot		
3	* Cut out bad skatrock		
4	• Replace with New.		
5	Mud Tape • Sanding		
6			
7			
8	Lebor • Material	\$894.34	
9			
10			
11			
12			
13	Tweten Construction		
14	928 Prospect St		
15	Cresco, IA 52136		
16			
17			
18			

RECEIVED BY _____

A-5805
T-46320/46350

KEEP THIS SLIP FOR REFERENCE

01-11