

**Canton City Council**  
**August 9, 2023 – 6 pm**  
**Regular Meeting Agenda**

1. Call to order
2. Pledge of Allegiance
3. Approval of agenda
4. Consent agenda
  - a) Approval of July 12, 2023 Regular Meeting Minutes
  - b) Approval of August Disbursements
  - c) Approval of sponsorship for Emergency Response Team section in Fillmore County Journal
5. Public comments
6. Reports
  - a) Mayor
  - b) Clerk & Deputy Clerk
  - c) Public Works
  - d) Fire Department
  - e) Police
  - f) Planning Commission
  - g) Other
7. Old business
  - a) Mitson House: Historical Society plans for building
  - b) Review of ordinance wording
8. New business
  - a) Arlin Falck Foundation Grant: possible project ideas
  - b) 2024 Preliminary Budget Review
9. Adjourn

**Upcoming Dates:**

Regular City Council Meeting at 6 p.m.

September 13

## Canton City Council Regular Meeting Minutes July 12, 2023

Members present: Josh Nordsving, Jen Dowling, Jason Magnuson, Kristy Ziegler, Randy Gossman

Members absent: None

City staff present: Barb Kerns, Jon Nordsving, Jim Davis

City staff absent: Anne Koliha

Visitor(s) present: Melissa Vanderplas (FC Journal)

Mayor Nordsving called the regular meeting to order at 6:00 p.m.

Motion by Randy Gossman, seconded by Jen Dowling to approve the agenda, motion carried.

### **Consent Agenda**

Motion by Kristy Ziegler, seconded by Randy Gossman to approve the consent agenda:

- a) Approval of June 14, 2023 Regular Meeting Minutes
- b) Approval of July Disbursement

**Public comments:** None

### **Reports:**

**Mayor Nordsving:** Josh Nordsving reported that he had been contacted regarding kids playing in areas around town with questions regarding property ownership as well as vehicles traveling at excessive speed through the grassy part ballfield area.

**Deputy Clerk:** Kerns reported that the Historical Society provided an estimate on restoring part of the windows in the Mitson House. Mayor Nordsving noted that the initial request to determine and fix the cause of the leaks should be addressed first and requested that the Historical Society attend the next meeting to discuss their plans for the building.

**Clerk:** no report

**Public Works:** Jon Nordsving provided information on the lead/copper pipe project and potential grant which would need to be submitted by July 20<sup>th</sup>, as well as the possible need for property owners to apply for grants to fund their part of any replacements. Nordsving also suggested an ordinance to require property owners to certify city services/provide inspection at the time of any sale of property.

**Fire Department:** None

**Police:** Written report provided

**Planning Commission:** Josh Nordsving reported that the old house is down and he and Jim Davis will keep track of the location of the new house prior to construction on the Lori Hudson property.

**Old Business**

- a) Review and discuss wording suggestions on Ordinance section 71.09 – Council reviewed with no further changes.
- b) Discuss next steps for ordinance violations:

Poppe – Did not submit land use application by requested deadline; discussion on city removal with it noted that permission would need to be granted to do so. Kerns reported that she had spoken to City Attorney who has been in communication with Poppe who stated she was working on the permit with no submission date known. Citation for ordinance violation will be issued when Sheriff's Office ticket writer updates are completed if not resolved by that time.

Whalen – No improvement noted; clerk to send letter giving him 2 weeks to comply.

Old School – Letter to be sent requesting contact; it was reported by Jen Dowling that owner's intent was to finish Lanesboro church project before he starts in Canton.

- c) Request for Wilken Funds to be used for ball fund light bulb purchase was made by Legion; payment to McCabe Electric for \$358.80; motion by Randy Gossman, seconded by Jason Magnuson; motion carried.

**New Business**

- a) Discussion of Cannabinoid/THC Ordinance adopted by Fillmore County  
No action to adopt the county Cannabinoid/THC Ordinance allowing the county to regulate was taken.
- b) Request from Jamie Kelly to utilize the Town Hall free of charge for Hunter Safety Class  
Motion by Jason Magnuson, seconded by Randy Gossman to allow the Town Hall to be utilized free of charge for Hunter Safety Class at a date and time to be determined. Motion carried.

Motion by Randy Gossman, seconded by Jen Dowling to adjourn the meeting at 6:35p.m.; motion carried.

## August 2023 Disbursements

### General Fund

Acentek	\$	220.61	Phone & Internet Services (City Hall/Town Hall)
Canon Financial*	\$	44.00	Copier monthly lease contract
MiEnergy	\$	77.50	Electric: City Hall
MiEnergy	\$	85.59	Electric: Town Hall
MiEnergy	\$	33.77	Electric: Bus Shed
MiEnergy	\$	483.19	Electric: Street Lights
MiEnergy	\$	67.72	Electric: Welcome Sign
MiEnergy	\$	90.78	Electric: Ball Field
MN Energy Resources	\$	25.67	Gas: City Hall
MN Energy Resources	\$	25.67	Gas: Maintenance Shop
MN Energy Resources	\$	67.58	Gas: Town Hall
Nordsving, Jon	\$	50.00	Cell phone stipend
Tri-State Business Machines	\$	41.10	Copier monthly contract
Wright Way Computers	\$	41.57	Monthly computer services
Run Right Power Equipment	\$	29.60	Lawnmower repairs (Fuel filter/spark plugs)
Nethercut Schieber Attorney	\$	75.00	July attorney fees
Carolina Hershberger	\$	162.00	City Hall Cleaning: June & July
Fillmore County Sheriff	\$	6,000.00	2nd Quarter Contracted Policing Services 2023
Fillmore County Attorney	\$	48.00	Court File No. 23-CR-22-435 E Richardson
Run Right Power Equipment*	\$	21.00	Premium Gas for Lawnmower
Village Farm & Home	\$	81.42	supplies
Kingsley Mercantile	\$	19.78	Lawnmower repairs (carb cleaner/sea foam)
<b>Total General Fund Disbursements</b>	<b>\$</b>	<b>7,791.55</b>	

### Mitson Fund

MiEnergy	\$	33.29	Electric: Mitson House
Carolina Hershberger	\$	180.00	Mitson House Spring Cleaning
<b>Total Mitson Disbursements</b>	<b>\$</b>	<b>213.29</b>	

### Water Fund

Acentek	\$	39.58	Phone dialer system
Gopher State One Call	\$	6.75	Locates
MiEnergy	\$	586.28	Electric: Pump House
USA Bluebook	\$	65.82	Repairs: PVC Nipples & PVC Elbows
Frandsen Bank - Zumbrota*	\$	384.25	Interest payment on water loan
Amazon	\$	115.00	Repairs: PVC Injection Quill
<b>Total Water Disbursements</b>	<b>\$</b>	<b>1,197.68</b>	

### Sewer Fund

Acentek	\$	39.58	Phone: WWTF
MiEnergy	\$	808.98	Electric: WWTF
Utility Consultants	\$	602.31	Samples
<b>Total Sewer Disbursements</b>	<b>\$</b>	<b>1,450.87</b>	

### Garbage Fund

Richard's Sanitation	\$	2,373.97	Monthly service charge
<b>Total Garbage Disbursements</b>	<b>\$</b>	<b>2,373.97</b>	

### Fire Department

Acentek	\$	64.95	Internet services
MiEnergy	\$	84.50	Electric: Fire Hall
MiEnergy	\$	34.47	Electric: Cooler
MN Energy Resources	\$	25.67	Gas: Fire Hall
Kyle Ryan	\$	155.70	reimbursement for smartcode door knob
USPS	\$	70.00	PO Box annual renewal fee
Consolidated Energy*	\$	255.51	Fuel
<b>Total Fire Department Disbursements</b>	<b>\$</b>	<b>690.80</b>	

**Total Monthly Disbursements**      **\$ 13,718.16**

## 70.06 U-TURNS RESTRICTED.

~~No person shall turn a vehicle so as to reverse its direction on any street in the business district or at any intersection where traffic is regulated by a traffic control signal.~~

~~Penalty, see '10.99~~

No vehicle shall be turned to proceed in the opposite direction upon any curve, or upon the approach to or near the crest of a grade, where the vehicle cannot be seen by the driver of any other vehicle approaching from either direction within 1,000 feet, nor shall the driver of a vehicle turn the vehicle to proceed in the opposite direction unless the movement can be made safely and without interfering with other traffic. When necessary to accommodate vehicle configuration on a roadway with two or more lanes in the same direction, a driver may turn the vehicle into the farthest land and temporarily use the shoulder to make a U-turn.

Penalty, see '10.99

### Attorney comments upon review of wording:

#### U-Turn:

The old was simple and clear for enforcement purposes. The new rule is going to be more difficult to enforce. You may want to run it past the deputy just to get their opinion on it. Regardless, I would say the first part about curves and the second part about crest of a grade are irrelevant in the city. For the most part, everything is flat and straight. Thus, I would consider removing those two prohibitions. Instead it might read "No vehicle shall be turned to proceed in the opposite direction unless the movement can be made safely and without interfering with other traffic." The last part about two or more lanes in the same direction also appears irrelevant to Canton since you don't have any multi-lane roadways. Even if it is trimmed down to just what I have in quotes, the rule becomes more subjective. Opinions can vary on what is safe and what isn't, to some extent. If law enforcement thinks they can enforce it in that manner, then its probably fine to change.

**71.09 PROHIBITING PARKING AREAS IN FRONT YARDS IN RESIDENTIAL ZONES.**

(A) The construction, operation or maintaining a parking area, either paved or unpaved, in the front yard of any lot is prohibited in any area zoned for residential use. For the Purpose of this section, front yard shall mean and include the area between the sidewalk, or street line in the event there- is no sidewalk, and the front line of the principal building, extending in both directions to the side lot lines.

(B) Use of that portion of a vacant lot within 30 feet of the sidewalk lines for parking in an area zoned for residential use is prohibited.

(C) Driveways in any area zoned for residential use shall not exceed 25% of the width at the front or side lot line. Where more than one driveway is desired or required, they shall be at least 70 feet apart.

(D) The front part of any lot shall not be used for the parking of an Automobile, Truck, Trailer, Tractor, Recreational Vehicle, Camper, Travel Trailer, Camper Top, Tent, Wagon, Boat, Boat Trailer, Storage Area or Motor Home for more than 48 hours unless parked in a concrete or well-defined driveway. Recreational vehicles and campers may be parked in the driveway or back yard of a property owner or behind the front line of the principal building.

(E) No Person, being the owner or having control of any building, shall violate or fail to conform to any provision of this section, or fail to obey any lawful order of an Officer charged with its enforcement. Each and every day on which any Person continues to violate the provisions of this section, after having been notified of the Violation, shall constitute a separate Offense. This conviction shall not relieve any person from thereafter complying with the provisions of this section, and shall be sufficient cause to refuse further building or land use permits to the Offender until a time as the Orders have been complied with.

Penalty, see '10.99

**Attorney comments upon review:**

**Front Yards**

If making the proposed change, I'd strike the words "storage area" so people don't point to that to allow junk to sit out there. It probably doesn't have to state that RVs and Campers can be parked outside the front yard. That's the default rule, and this section is simply listing the things people are not allowed to do. If not listed, then they can do it. Concrete driveway is a clear, black and white standard. "Well-defined driveway" is not as well of a defined standard so citizens may argue with the city on that aspect. This change would allow someone to park on their front lawn for a couple of days. If folks are okay allowing that, then the change should be fine subject to my comments above.



**GENERAL FUND**

<b>EXPENDITURES</b>	<b>2023 Budget</b>	<b>2023 YTD (Jan-June)</b>	<b>2024 Budget</b>	<b>Budget Change</b>	
Wages: Admin Staff	\$ 35,000.00	\$ 18,601.61	\$ 39,000.00	\$ 4,000.00	*COLA 3% + insurance stipend (insurance stipend not in 2023 budget)
Wages: Maintenance Staff	\$ 51,000.00	\$ 27,798.25	\$ 56,000.00	\$ 5,000.00	
Council Wages	\$ 4,300.00	\$ -	\$ 4,300.00	\$ -	
PERA	\$ 6,200.00	\$ 3,349.93	\$ 6,300.00	\$ 100.00	
FICA	\$ 6,600.00	\$ 3,549.53	\$ 6,700.00	\$ 100.00	
Insurance	\$ 19,000.00	\$ 15,584.00	\$ 19,000.00	\$ -	
Office Supplies	\$ 4,000.00	\$ 1,294.72	\$ 3,000.00	\$ (1,000.00)	
Operating Supplies	\$ 8,000.00	\$ 3,489.45	\$ 6,000.00	\$ (2,000.00)	
Repair/Maint: Buildings	\$ 21,000.00	\$ 18,364.05	\$ 10,000.00	\$ (11,000.00)	
Repair/Maint: Streets	\$ 7,000.00	\$ -	\$ 7,000.00	\$ -	
Street Maint Materials	\$ 8,000.00	\$ 1,609.51	\$ 8,000.00	\$ -	
Equipment (sm tools/machinery)	\$ 16,000.00	\$ -	\$ 60,000.00	\$ 44,000.00	*plow truck, TH stove & exhaust fan
Professional Services	\$ 21,000.00	\$ 15,802.25	\$ 18,000.00	\$ (3,000.00)	
Communications	\$ 5,500.00	\$ 2,623.39	\$ 5,500.00	\$ -	
Transportation/Travel	\$ 500.00	\$ 131.00	\$ 300.00	\$ (200.00)	
Miscellaneous	\$ 1,500.00	\$ 228.00	\$ 1,000.00	\$ (500.00)	
Donations	\$ 500.00	\$ 100.00	\$ 300.00	\$ (200.00)	
Awards & Recognition	\$ 1,000.00	\$ 80.00	\$ 500.00	\$ (500.00)	
Summer Rec	\$ 3,220.00	\$ 3,220.00	\$ 3,220.00	\$ -	
City Fire Protection	\$ 5,270.00	\$ 5,270.00	\$ 5,270.00	\$ -	
Ambulance	\$ 3,410.00	\$ -	\$ 3,600.00	\$ 190.00	
Police Department	\$ 24,960.00	\$ 17,760.00	\$ 44,530.00	\$ 19,570.00	
Electric Utilities	\$ 11,000.00	\$ 4,569.04	\$ 11,000.00	\$ -	
Gas Utilities	\$ 6,000.00	\$ 4,123.60	\$ 9,000.00	\$ 3,000.00	
<b>TOTAL EXPENDITURES</b>	<b>\$ 269,960.00</b>	<b>\$ 147,548.33</b>	<b>\$ 327,520.00</b>		
<b>REVENUE</b>	<b>2023 Budget</b>	<b>2023 YTD (Jan-June)</b>	<b>2024 Budget</b>	<b>Budget Change</b>	
Property Taxes	\$ 169,505.04	\$ 116,096.35	\$ 179,675.30	\$ 10,170.26	6% Levy Increase
Local Government Aid	\$ 97,566.00	\$ -	\$ 97,566.00	\$ -	
Other Aid	\$ 8,000.00	\$ -	\$ 8,000.00	\$ -	
Fines/Forefeits	\$ 500.00	\$ 200.00	\$ 500.00	\$ -	
Licenses/Permit	\$ 2,000.00	\$ 689.95	\$ 1,000.00	\$ (1,000.00)	
Rentals	\$ 1,800.00	\$ 900.00	\$ 1,800.00	\$ -	
Reimbursements	\$ 1,400.00	\$ 1,545.66	\$ 2,500.00	\$ 1,100.00	
<b>TOTAL REVENUES</b>	<b>\$ 280,771.04</b>	<b>\$ 119,431.96</b>	<b>\$ 291,041.30</b>		
<b>GAIN/(LOSS)</b>			<b>\$ (36,478.70)</b>		

## WATER FUND

<b>OPERATING EXPENDITURES</b>	<b>2023 Budget</b>	<b>2023 YTD(Jan-June)</b>	<b>2024 Budget</b>	<b>Budget Change</b>
Wages: Admin	\$ 12,000.00	\$ 5,979.28	\$ 13,000.00	\$ 1,000.00
Wages: Maintenance	\$ 17,000.00	\$ 9,233.64	\$ 17,500.00	\$ 500.00
PERA	\$ 1,600.00	\$ 880.91	\$ 2,000.00	\$ 400.00
FICA	\$ 2,200.00	\$ 1,163.84	\$ 2,500.00	\$ 300.00
Office Supplies	\$ 2,000.00	\$ 145.88	\$ 1,000.00	\$ (1,000.00)
Operating Supplies	\$ 2,000.00	\$ 894.65	\$ 2,500.00	\$ 500.00
Repair/Maint.	\$ 10,000.00	\$ 1,569.96	\$ 15,000.00	\$ 5,000.00
Engineering Fees	\$ -	\$ 1,490.00	\$ -	\$ -
Communications	\$ 700.00	\$ 284.25	\$ 700.00	\$ -
Insurance (Property)	\$ 900.00	\$ 902.00	\$ 1,000.00	\$ 100.00
Miscellaneous	\$ 2,000.00	\$ 612.25	\$ 1,500.00	\$ (500.00)
Electric Utilities	\$ 8,000.00	\$ 3,674.96	\$ 8,000.00	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 58,400.00</b>	<b>\$ 26,831.62</b>	<b>\$ 64,700.00</b>	
<b>NON-OPERATING EXPENDITURES</b>				
Debt Service Bond Principal	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ -
Debt Service Bond Interest	\$ 1,325.00	\$ 569.75	\$ 583.00	\$ (742.00)
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>\$ 15,325.00</b>	<b>\$ 14,569.75</b>	<b>\$ 14,583.00</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$ 73,725.00</b>	<b>\$ 41,401.37</b>	<b>\$ 79,283.00</b>	
<b>OPERATING REVENUE</b>				
Water Sales	\$ 100,154.00	\$ 54,150.12	\$ 108,300.00	\$ 8,146.00
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 100,154.00</b>	<b>\$ 54,150.12</b>	<b>\$ 108,300.00</b>	
<b>NON-OPERATING REVENUE</b>				
CD Redemption				no CD - cashed in 2023
<b>TOTAL NON-OPERATING REVENUE</b>		<b>\$ -</b>	<b>\$ -</b>	
<b>TOTAL REVENUES</b>			<b>\$ 108,300.00</b>	
<b>TOTAL REVENUE</b>			<b>\$ 108,300.00</b>	
<b>TOTAL EXPENSES</b>			<b>\$ 79,283.00</b>	
<b>GAIN/(LOSS)</b>			<b>\$ 29,017.00</b>	



## SEWER FUND BUDGET

<b>OPERATING EXPENDITURES</b>	<b>2023 Budget</b>	<b>2023 YTD (Jan-June)</b>	<b>2024 Budget</b>	<b>Budget Change</b>
Wages: Admin	\$ 11,500.00	\$ 5,979.28	\$ 13,000.00	\$ 1,500.00
Wages: Maintenance	\$ 22,000.00	\$ 11,735.91	\$ 23,000.00	\$ 1,000.00
PERA	\$ 2,000.00	\$ 1,068.53	\$ 2,200.00	\$ 200.00
FICA	\$ 2,350.00	\$ 1,355.25	\$ 2,400.00	\$ 50.00
Office Supplies	\$ 2,000.00	\$ 145.88	\$ 1,000.00	\$ (1,000.00)
Operating Supplies	\$ 8,000.00	\$ 4,616.22	\$ 8,000.00	\$ -
Repair/Maint.	\$ 15,000.00	\$ 4,816.88	\$ 20,000.00	\$ 5,000.00
Engineering Fees	\$ -	\$ -	\$ -	\$ -
Communications	\$ 700.00	\$ 238.00	\$ 600.00	\$ (100.00)
Insurance (Property)	\$ 4,800.00	\$ 5,192.00	\$ 5,600.00	\$ 800.00
Miscellaneous	\$ 1,000.00	\$ 629.35	\$ 1,000.00	\$ -
Electric Utilities	\$ 11,000.00	\$ 7,046.41	\$ 15,000.00	\$ 4,000.00
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 80,350.00</b>	<b>\$ 42,823.71</b>	<b>\$ 91,800.00</b>	
<b>NON-OPERATING EXPENDITURES</b>				
Debt Service Bond Principal	\$ 12,000.00		\$ 12,000.00	\$ -
Debt Service Bond Interest	\$ 7,678.00		\$ 7,414.00	\$ (264.00)
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>\$ 19,678.00</b>	<b>\$ -</b>	<b>\$ 19,414.00</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$ 100,028.00</b>	<b>\$ 42,823.71</b>	<b>\$ 111,214.00</b>	
<b>OPERATING REVENUE</b>				
Sewer Sales	\$ 75,196.00	\$ 42,011.92	\$ 84,000.00	\$ 8,804.00
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 75,196.00</b>	<b>\$ 42,011.92</b>	<b>\$ 84,000.00</b>	
<b>NON-OPERATING REVENUE</b>				
CD Redemption		\$ 27,932.40	\$ 27,932.40	maturity 12/19/2024
<b>TOTAL NON-OPERATING REVENUE</b>		<b>\$ 27,932.40</b>	<b>\$ 27,932.40</b>	
<b>TOTAL REVENUES</b>			<b>\$ 111,932.40</b>	
<b>TOTAL REVENUE</b>			<b>\$ 111,932.40</b>	
<b>TOTAL EXPENDITURES</b>			<b>\$ 111,214.00</b>	
<b>GAIN/(LOSS)</b>			<b>\$ 718.40</b>	

## Mitson House

<u>EXPENDITURES</u>	<u>2023 Budget</u>	<u>2023 YTD (Jan-June)</u>	<u>2024 Budget</u>	<u>Budget Changes</u>	
Electric Utilities		\$ 181.91	\$ 400.00	\$ 400.00	
Repairs/Maintenance		\$ 1,244.34	\$ 2,000.00	\$ 2,000.00	
Miscellaneous		\$ 45.00	\$ 300.00	\$ 300.00	*cleaning &
Property Insurance		\$ 631.00	\$ 700.00	\$ 700.00	misc
Advertising		\$ 1,979.60		\$ -	
<b><u>TOTAL EXPENITURES</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 4,081.85</u></b>	<b><u>\$ 3,400.00</u></b>		
<b><u>REVENUES</u></b>					
Beginning Balance			\$ 15,700.67	\$ 15,700.67	*current cash balance as of 7/27/23
Miscellaneous		\$ 989.80		\$ -	
Donations				\$ -	
<b><u>TOTAL REVENUES</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 989.80</u></b>	<b><u>\$ 15,700.67</u></b>		

## Ball Field & Park

<u>EXPENDITURES</u>	<u>2023 Budget</u>	<u>2023 YTD (Jan-June)</u>	<u>2024 Budget</u>	<u>Budget Changes</u>
Park/Rec Supplies	\$ 1,000.00		\$ 1,000.00	\$ -
Park/Rec Equipment	\$ 3,000.00		\$ 3,000.00	\$ -
Repairs/Maintenance			\$ 1,500.00	\$ 1,500.00
Miscellaneous			\$ 500.00	\$ 500.00
<b><u>TOTAL EXPENITURES</u></b>	<b><u>\$ 4,000.00</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 6,000.00</u></b>	

### REVENUES

Beginning Balance	\$ 4,377.02	\$ 4,377.02	*current cash balance 7/27/23
Miscellaneous		\$ -	
		\$ -	

### NON-OPERATING REVENUE

CD Redemption	\$ 10,000.00	\$ 10,000.00	Wilken Park CD #45022 (maturity 10/25/2024)
<b><u>TOTAL NON-OPERATING REVENUE</u></b>	<b><u>\$ 10,000.00</u></b>	<b><u>\$ 10,000.00</u></b>	
<b><u>TOTAL REVENUES</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 20,000.00</u></b>	<b><u>\$ 14,377.02</u></b>

11