

Canton City Council
June 11, 2025 – 6 pm
Regular Meeting Agenda

1. Call to order
2. Pledge of Allegiance
3. Approval of agenda
4. Consent agenda
 - a) Approval of May 14, 2025 Regular Meeting Minutes
 - b) Approval of June Disbursements
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) Consider purchase of new heat pump/mini-split unit for sewer plant
8. New business
 - a) Consider approval of building permit application for Jim & Wendy Richardson
 - b) Consider temporary closure of various streets for Canton Day Off
 - a. Veterans Drive for Thursday August 14 – Sunday August 17 (Fest Tent)
 - b. Portions of Canton Ave, Ash St & Minnesota Ave for Friday August 15 – Sunday August 17 (BBQ Event)
 - c. Main Street (between Canton Ave & Prairie Ave) for Saturday August 16 (8am-4pm) (Pop-Up Market)
 - d. Prairie Ave (between Main St & Oak St) for Saturday August 16 – Sunday August 17 (Lumberjack Show)
 - e. Main Street (between Prairie Ave & Fillmore Ave) for Sunday August 17 (9am-2pm) (Car Show)
 - c) Consider approval of Resolution 2025-11: Grant an Off-site Gambling Permit to Canton American Legion Post 400
9. Adjourn

Upcoming Dates:

Blood Drive at Town Hall
City Hall – Closed – Juneteenth
Wellhead Protection Plan update: Public Information/LGU Meeting
City Hall – Closed – Fourth of July
Regular City Council Meeting

June 10 @ 12-6pm
June 19
June 24 @ 1pm
July 4
July 9 @ 6 pm

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Canton City Council Regular Meeting Minutes May 14, 2025

Members present: Kristy Ziegler, Jen Dowling, Jason Magnuson, George Hafner

Members absent: Jeremy Hanson

City staff present: Anne Koliha, Barb Kerns, Jon Nordsving

City Staff absent: Jim Davis

Visitor(s) present: Sabine Hafner

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

Motion by Magnuson, seconded by Dowling to approve the agenda, motion carried.

Consent Agenda

- a) Approval of April 9, 2025 Regular Meeting Minutes
- b) Approval of May Disbursements
- c) Approval to waive Town Hall rental fee for American Red Cross Blood Drive on June 10

Motion by Dowling, seconded by Hafner to approve the consent agenda, motion carried.

Public comments: none

Reports:

Mayor: Mayor Ziegler reported: The sunshine and warmer temps are here! I hope everyone was able to enjoy this past Mother's Day weekend! Looking forward to seeing the Avenue of Flags start up soon. Working on outdoor projects can lead to questions regarding property lines. The city plat maps show property dimensions and lot sizes. They do not accurately show where the boundary lines are. A professional land survey is required to know exactly where the lines exist between properties. According to www.co.fillmore.mn.us, "the Fillmore county surveyors office contains over five thousand survey maps dating from 1852 to the present time." This office can answer questions regarding surveys and property line. When a project requires a building permit, the planning commission needs time to review the application. Once their review process is completed, it will be presented at the next city council meeting. City council meetings are the second Wednesday of each month. Friendly reminder: Grass alleys need to remain clear to allow neighbors to have access their properties.

Deputy Clerk: Kerns explained about the exchanging out of garbage totes – residents can request to have to size of garbage totes – there is a transfer charge of \$25 to make the change which is the charge from Richard's Sanitation

Clerk: Clerk Koliha reported: * Zoning ordinance research *Cash in Wilken Park CD into checking Ballfield/Park Fund *Work on USDA RD Community Facility loan paperwork, this would be funding for the ineligible portion of the project not covered by grant funds *WHKS sent in project priority list application for the city for the lead service line project to the MN Department of Health, if the city's application get approved and placed on the Intended Use Plan we can then work on securing funds for preparation and specifications to replace lead and galvanized services, will also watch for additional funding from MDH to assist in determining any unknown service lines *Acentek technicians will be reaching out to property owners regarding fiber optic project coming into Canton and residential

connections, this project is planned to be completed during 2025 *Street project update: majority of surveying in town has been completed and now the engineers will be working on the design plans

*Ballfield improvements of bringing in sand for the infield has been completed and was graded out by Tom Davis, took a total of 11 loads of sand *Adopt-A-Planter program underway again this year, post to facebook asking residents to adopt-a-planter for a chance to win cash prizes *Concerns regarding items blocking grass alley way, Clerk to contact property owner to inform them to clean up and remove the items as to keep the alley way clear

*Request from the Canton Community Association to move and use a set of bleachers from the softball field and place up by fest tent for a lumberjack show during Canton Day Off, city staff have concerns with moving the bleachers as difficult to move without damaging them – the council agreed with staff and do not recommend the bleachers be moved and that CCA will need to figure out another option for seating for their event

Public Works: Nordsving reported: *ballfield infield work completed *warning siren has been fixed and working again *the air conditioner at sewer plant is in need of repair or replacement, if look to replace would like to look at a mini split unit with a heat pump as this would help be more efficient with heating in colder months

Fire Department: Nordsving reported that the pumper rescue truck purchased should be coming in June

Police: none

Planning Commission: Clerk Koliha reported: * building permit reviews for Nordsving, Haakenstad, Kerns * inquiries on sub-division of old school plot so reviewed the section in ordinance regarding subdivisions *inquiry about reclassification of a street to an alley, basically would be vacating portions of the roadway to make narrower, will need to look into this more as we get into the streets project as there needs to be clean up of areas around town

Other: none

Old Business

a) Discussion regarding Mitson House

Clerk Koliha reported having been in contact with the Canton Historical Society and they are working on packing up items from the Mitson House they wish to keep and have obtained a rental area from Tim Fossum to store the items. The Canton Historical Society is requesting to have an extension of a month to get items out of the Mitson House and into storage. The Canton Historical Society reached out to Mayor Ziegler regarding damage inside the house from a critter that got inside, Clerk Koliha took a look at the damage and shared photos of the damage to windows from a critter trying to get out. Motion by Magnuson, seconded by Dowling to extend the deadline to July 1 for the Historical Society to remove items from the Mitson House; motion carried.

New Business

a) Consider approval of City of Canton Code of Ethics Policy

Motion by Dowling, seconded by Hafner to approve and adopt the City of Canton Code of Ethics Policy; motion carried.

b) Consider approval of building permit application for Josh Nordsving

Motion by Magnuson, seconded by Dowling to approve the building permit application for Josh Nordsving; motion carried.

- c) Consider approval of building permit application for Devry & Tina Kerns
Motion by Magnuson, seconded by Dowling to approve the building permit application for Devry & Tina Kerns; motion carried.
- d) Consider approval of building permit application for Lynn & Marilyn Haakenstad
Motion by Magunson, seconded by Dowling to approve the building permit application for Lynn & Marilyn Haakenstad; motion carried.
- e) Consider resignation of Josh Hosting from the Canton Fire Department
Motion by Hafner, seconded by Dowling to accept the resignation of Josh Hosting from the Canton Fire Department with thanks for his 15 years of service to the department; motion carried.
- f) Consider advertisement of applicants for Canton Fire Department
Motion by Dowling, seconded by Hafner to place advertisement of applicants for Canton Fire Department in the Fillmore County Journal and social media; motion carried.

Motion by Dowling, seconded by Magnuson to adjourn the meeting at 6:32 p.m.; motion carried.

June 2025 Disbursements

General Fund

Acentek	\$	223.20	Phone & Internet Services (City Hall/Town Hall)
Canon Financial*	\$	67.00	Copier monthly lease contract
MiEnergy	\$	74.85	Electric: City Hall
MiEnergy	\$	85.46	Electric: Town Hall
MiEnergy	\$	37.69	Electric: Bus Shed
MiEnergy	\$	531.51	Electric: Street Lights
MiEnergy	\$	64.50	Electric: Welcome Sign
MiEnergy	\$	53.28	Electric: Ball Field
MN Energy Resources*	\$	38.46	Gas: City Hall
MN Energy Resources*	\$	23.95	Gas: Maintenance Shop
MN Energy Resources*	\$	53.98	Gas: Town Hall
Nordsving, Jon	\$	50.00	Cell phone stipend
Tri-State Business Machines	\$	30.99	Copier monthly maintenance contract
Wright Way Computers	\$	42.00	Monthly computer services
ANCOM Communications	\$	468.00	service warning siren
Wright Way Computers	\$	792.00	Annual subscription Microsoft 365 (3 seats)
Village Farm & Home	\$	70.91	supplies
Fillmore County Auditor-Treasurer	\$	45,865.90	2025 Contracted Policing Services
Kelly Printing & Signs	\$	153.00	vinyl permit stickers for golf carts/utv/atv
Total General Fund Disbursements	\$	48,726.68	

Mitson Fund

MiEnergy	\$	36.95	Electric: Mitson House
Total Mitson Disbursements	\$	36.95	

Water Fund

Acentek	\$	40.60	Phone dialer system
Gopher State One Call	\$	6.75	Locates
MiEnergy	\$	624.44	Electric: Pump House
MN Dept of Health	\$	420.00	2nd Quarter Service Connections Fee
McDonald Supply	\$	313.59	water shut off supplies
Total Water Disbursements	\$	1,405.38	

Sewer Fund

Acentek	\$	40.60	Phone: WWTF
MiEnergy	\$	668.51	Electric: WWTF
Utility Consultants	\$	562.72	Samples
Village Farm & Home	\$	12.58	supplies
Total Sewer Disbursements	\$	1,284.41	

Garbage Fund

Richard's Sanitation	\$	2,572.45	Monthly service charge
Total Garbage Disbursements	\$	2,572.45	

Fire Department

Acentek	\$	64.95	Interenet services
MiEnergy	\$	82.28	Electric: Fire Hall
MiEnergy	\$	38.17	Electric: Cooler
MN Energy Resources	\$	26.68	Gas: Fire Hall
Fire Safety USA	\$	373.35	12 pairs Rescue Extrication Gloves
Hammell Equipment	\$	54.06	check valve for air inlets on tankers
Village Farm & Home	\$	37.99	supplies
Total Fire Department Disbursements	\$	677.48	

Streets Project (Water & WWTF Systems)

WHKS	\$	6,210.00	Engineering (April 2025)
Total Streets Project Disbursments	\$	6,210.00	

Ballfield & Park

Bruening Rock Products	\$	970.20	softball sand mix for infield (4 loads)
Total Ballfield & Park Disbursements	\$	970.20	

Total Monthly Disbursements **\$ 61,883.55** *EFT Payments

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clerk@canton mn. com

KINGSLEY MERCANTILE, INC.

PO Box 214 - 2 Main Ave. N. - Harmony, MN 55939

507-886-2323 - 877-886-2323

www.kingsleymercantile.com

4386

Kerry & Jane Kingsley,
Owners

<input type="checkbox"/> SERVICE <input type="checkbox"/> INSTALL	<input type="checkbox"/> PICKUP <input type="checkbox"/> DELIVER	PHONE 507-743-5000	REPAIR IN <input type="checkbox"/> HOME <input type="checkbox"/> SHOP	DATE OF ORDER
NAME City Canton				DATE PROMISED
ADDRESS				APARTMENT
CITY Canton				DATE OF ORIG. INSTALL
MAKE	MODEL	SERIAL NO.	<input checked="" type="checkbox"/> ESTIMATE <input type="checkbox"/> WARRANTY <input type="checkbox"/> CONTRACT <input type="checkbox"/> CASH <input type="checkbox"/> CHARGE <input type="checkbox"/> C.O.D.	
NATURE OF SERVICE REQUEST		Price new heat pump for sewer plant.		
QUAN.	PART NO.	DESCRIPTION	PRICE	AMOUNT
1		Daikin 1 1/2 ton single head system - installed.		2800.00
		or		
1		Daikin 1 1/2 ton single head temp system - installed	low	3980.00
SERVICE PERFORMED			TOTAL MATERIAL	
			TECHNICAL SERVICE TIME	
			TAX	
			TOTAL	

Thank you!

DATE COMPLETED 6/7/25	CASH ON COMPLETION OF WORK <input type="checkbox"/>	TOTAL
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INVOICE COPY

I hereby accept above performed service, and charges, as being satisfactory and acknowledge that equipment has been left in good condition.

TECHNICIAN

CUSTOMER'S SIGNATURE

Past Due Accounts Subject to 1 1/2% Service Charge Per Month, 18% Annual. \$10.00 Minimum Late Charge

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CITY OF CANTON PERMIT APPLICATION

LAND USE

Names of all Landowners: Jim Richardson Phone #: 507-743-8436

Wendy Richardson Phone #: _____

_____ Phone #: _____

Property Address: 301 Hudson Ave W

City, State, Zip: Canta, MN 55922

Parcel #: 090137010 Legal Description from deed, abstract or Records Office:

Hudsons Addition Lots 17-18-19-20 Blk 1

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: covered porch Total # of bedrooms _____
(New home, addition, move in a structure, outbuilding or other.)

Estimated cost: 300⁰⁰

Total Square Footage:	Length		Width		Total
Basement	<u>1</u>	X	_____	=	_____
1st level	<u>1</u>	X	_____	=	_____
2nd level	_____	X	_____	=	_____
Attached Garage	_____	X	_____	=	_____
Porch or Deck	<u>12</u>	X	<u>9</u>	=	<u>108</u>
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 \$ 8.00 (NO REFUNDS)



Cash \$8.10 AK

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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. 90'
- 2. Setback from Front yard. 90'
- 3. Setback from Rear yard. 100'
- 4. Setback from Side yard. 72'

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

[Signature] 5-27-25
Name Date

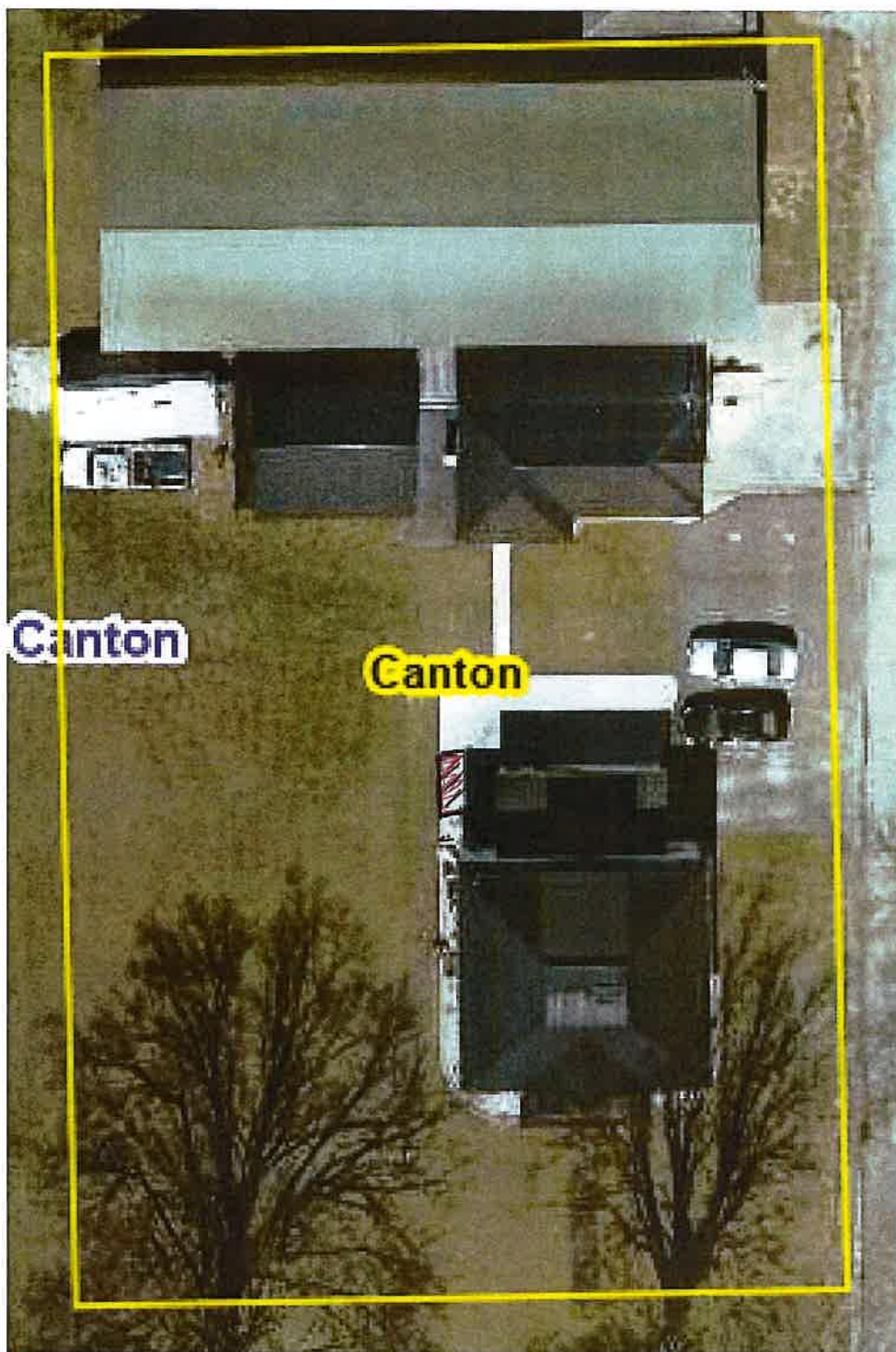
Wendy Richardson 5-27-25
Name Date

Name Date

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



Office Use Only:
Planning Commission Reviewed: ☒ Recommend Approval ☐ Denied
Anne Kholika 6-9-25
Zoning Administrator Signature Date
City Council meeting date: _____ ☐ Approve ☐ Deny



City Of Canton



a) Veterans Drive: Thurs Aug 14 - Sun Aug 17 CDO Event area

b) Canton Ave/Ash St/Minnesota Ave: Fri Aug 15 - Sun Aug 17
BBQ Event

c) Main Street: Saturday Aug 16 8am-4pm Pop-Up Market

d) Prairie Ave: Saturday Aug 16 - Sunday Aug 17 Lumberjack Show

e) Main Street: Sunday Aug 17 9am-2pm Car Show

City of Canton

Resolution #2025-11

RESOLUTION TO GRANT AN OFF-SITE GAMBLING PERMIT TO CANTON AMERICAN LEGION POST 400

WHEREAS, Canton American Legion Post 400 has requested city council approval to conduct off-site gambling within City of Canton in calendar year 2025; and

WHEREAS, it has been demonstrated that Canton American Legion Post 400 will collect gambling monies for lawful purposes and adhere to all rules set forth by the Minnesota Gambling Control Board;

NOW, THEREFORE, BE IT RESOLVED that the City Council of Canton, Minnesota, does hereby approve Canton American Legion Post 400 to conduct off-site gambling at Canton Day Off Festival Tent located on Veteran Drive, Canton, Minnesota 55922

Passed and adopted by the Canton City Council this 11th day of June 2025.

Kristy Ziegler, Mayor

ATTEST:

Anne Koliha, City Clerk