

A regular meeting of the City Council for the City of Canby, Minnesota was held on July 2nd, 2013 at 7:00 P.M. in the City Council Chambers.

Members: Gene Bies, Nancy Bormann, Denise Hanson, Nate Oellien, Frank Maas

Absent: None

Visitors: Nicholas Johnson, City Administrator
Gerald Boulton, City Attorney
John Meyer, Ph.D.
Zhenya Ward
Ryan Feiock, Canby News
Eric Diekmann
Jody Olson
Larry Duis
Brad Lueders

The Pledge of Allegiance was recited.

The meeting was called to order.

The minute of June 4th, 2013 were reviewed. A motion was made by Oellien and seconded by Maas to approve the minutes. All voted in favor. None voted against. The motion was carried.

John Meyer discussed the successful grant application from the USDA-RBEG program. The City was awarded \$60,000 for downtown business development. A motion was made by Bormann and seconded by Hanson to accept the grant. All voted in favor. None voted against. The motion was carried.

John Meyer discussed the proposed Fire Hall expansion. A motion was made by Maas and seconded by Oellien to approve proceeding with the expansion. All voted in favor. None voted against. The motion was carried.

Resolution 2013-7-2-1, a resolution of intent to reimburse, was reviewed. A motion was made by Hanson and seconded by Oellien to adopt the resolution. All voted in favor. None voted against. The motion was carried.

City of Canby
Resolution 2013-7-2-1

A Resolution of Intent to Reimburse

WHEREAS, the City of Canby, Minnesota (the "City") desires to construct needed fire hall improvements (the "Improvements");

WHEREAS, in connection with the Improvements, the City intends to authorize an inter fund loan or the issuance of general obligation bonds (the “Bonds”) in an aggregate amount not to exceed \$95,000;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. In order to comply with Federal Treasury Regulations 1.150-2, the City Council states that the City intends to reimburse expenditures for Improvements with proceeds of the Bonds, by making the following declaration:
 - a. The City reasonably expects to reimburse itself for the expenditures made for Improvements with proceeds of debt to be incurred by the City.
 - b. The maximum principal amount of debt expected to be issued for reimbursement purposes including bond issuance costs is \$95,000, which may be issued in one or more series.
 - c. A reimbursement allocation of the expenditures for the Improvements with the proceeds of the borrowing described here will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the Improvement is placed in service, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the City’s use of the proceeds of the debt to be issued for the City to reimburse the City for a capital expenditure made pursuant to this Resolution.
 - d. This Resolution is adopted to indicate the intent of the City only, and does not bind the City to construct any portion of the Improvement or to issue any obligations of the City.

Adopted by the City Council the 2nd day of July 2013.

Attest:

Mayor

City Administrator

Resolution 2013-7-2-2, a resolution authorizing a loan between funds, was reviewed. A motion was made by Bormann and seconded by Hanson to adopt the resolution. All voted in favor. None voted against. The motion was carried.

City of Canby
Resolution 2013-7-2-2

A Resolution Authorizing a Loan Between Funds

WHEREAS, the City Council has authorized the expansion of the Fire Hall, and

WHEREAS, financing is needed to cover the cost of the construction, and

WHEREAS, it would be more cost effective and efficient to provide the financing from available fund balances rather than arranging from outside sources.

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

1. The City Council hereby authorizes a loan to the Fire Department Fund from the Sewer Fund to make such a loan.
2. Such loan shall be in an amount up to \$95,000 plus accrued interest and be repaid beginning July 1, 2014 for a term of 12 years with an interest rate of 4% from the date funds are transferred to the date repaid.

Adopted by the Board the 2nd day of July 2013.

Attest:

Mayor

City Administrator

Resolution 2013-7-2-4, a resolution calling for a public hearing on the adoption of a tax increment financing plan for tax increment financing district 1-25, was reviewed. A motion was made by Hanson and seconded by Maas to adopt the resolution. Maas, Bormann, Bies, and Hanson voted in favor. None voted against. Oellien abstained due to conflict of interest being an employee of Helena. The motion was carried.

**City of Canby
Resolution 2013-7-2-4**

Resolution Calling for a Public Hearing on the Adoption of a Tax Increment Financing Plan for Tax Increment Financing District No. 1-25

WHEREAS, on June 17, 1985 the City of Canby (City) established a development district (Development District No. 1) pursuant Minnesota Statutes, Sections 469.124 through 469.134, to promote development and redevelopment within an area of the City which had not been developed to its full potential; and

WHEREAS, the CITY wishes to create a tax increment financing plan (Plan) for TIF District No. 1-25 in order to authorize the expenditure of tax increment for certain public improvements.

NOW, THEREFORE, BE IT RESOLVED By the City Council of the City of Canby, Canby, Minnesota as follows:

2. John W. Meyer is authorized and directed to prepare a Plan for TIF District No. 1-25.
3. The City Council shall hold a public hearing on the Plan on August 6, 2013, starting at 7:00 p.m. in the city council chambers at city hall.
4. The John W. Meyer is authorized and directed to prepare a notice of the public hearing and cause the notice to be published in the official newspaper at least 10 days prior to the public hearing.
5. The John W. Meyer is authorized and directed to transmit a copy of the Plan to the county and school district with a notice of the time and place of the public hearing to be held before the Board.
6. The city staff and John W. Meyer are authorized and directed to take any and all other steps reasonably necessary in order to accomplish these purposes.

Dated: July 2, 2013

Attest:

Mayor

City Administrator

Resolution 2013-7-2-2, a resolution authorizing submission of pre-application for Historical Preservation grant funds, was reviewed. A motion was made by Maas and seconded by Bormann to adopt the resolution. All voted in favor. None voted against. The motion was carried.

**City of Canby
Resolution 2013-7-2-2**

A Resolution Authorizing Submission of Pre-Application for Historic Preservation Grant Funds from the Minnesota Historical Society

Whereas, the City of Canby has historic properties within the city that need preservation;

And Whereas, the Minnesota Historic Society has grant program funds to assist in the preservation of historic properties;

Therefore, be it resolved that the City of Canby apply for Minnesota Historical Society Preservation Grant fund program assistance;

Adopted by the City Council the 2nd day of July 2013.

Attest:

Mayor

City Administrator

Nicholas Johnson discussed contracting with the Upper Minnesota Valley Regional Development Commission to update the zoning ordinance. The proposed amount to complete the update from the RDC is \$10,690. A motion was made by Bormann and seconded by Hanson to approve the proposal. All voted in favor. None voted against. The motion was carried.

Nicholas Johnson updated the Council on the progress of soliciting requests for proposals for assessing services. No action taken.

Nicholas Johnson discussed a request from the airport to install a security system. The Department of Homeland Security has requested staff to monitor aircraft at the airport a number of times in the last few years. Staff believes it would be beneficial to install security equipment on premises. Staff will gather quotes and funding sources and present at a future meeting.

Vendor transactions for June 2013 in the amount of \$391,953.03 were reviewed. A motion was made by Maas and seconded by Oellien to approve vendor transactions. All voted in favor. None voted against. The motion was carried.

Licenses and permits were reviewed:

Application for Exempt Permit:

Canby Golf Club – Raffle in Central Park on July 13th

Church of St. Peter – Bingo, Raffle and Pull Tabs

A motion was made by Hanson and seconded by Maas to approve the licenses and permits. All voted in favor. None voted against. The motion was carried.

The annual FAA grant agreement for airport funding was reviewed. A motion was made by Hanson and seconded by Oellien to approve the agreement. All voted in favor. None voted against. The motion was carried.

Nicholas Johnson discussed the plans and specifications for crack sealing operations at the airport. A motion was made by Oellien and seconded by Hanson to approve the plans and specs for the airport crack sealing project. All voted in favor. None voted against. The motion was carried.

Nicholas Johnson gave an update on the trailer court project the HRA is working on.

A motion was made by Maas and seconded by Bormann to adjourn the meeting. All voted in favor. None voted against. The motion was carried.

Attest:

Mayor

City Administrator