

Barnesville City Council
Regular Meeting
April 14, 2008

Mayor Dahnke called this regular meeting to order at 7:00 p.m. Present were Mayor Dahnke and Council members Larry Davis, Jr., Del Ellefson, Chad Hagen, Jeremy Krause and Merlin Strom. Absent was Council member Roger Cooper. Others in attendance were City Attorney John Shockley, City Clerk Jeri Reep, TEC Coordinator Guy Swenson, EDA Director Karen Lauer, Police Chief Dean Ernst, Sr. Accountant Laurie Schell, Building Inspector Roland Holm, Brandon Anderson with People Service, Dan Hanson with Ulteig Engineers, Dean Julsrud, Jace Davis, and Pam Aakre with the Record Review.

Mayor Dahnke asked City Clerk Jeri Reep to take roll call.

The next item on the agenda was the pledge of allegiance. All rose to recite the pledge of allegiance.

Mayor Dahnke next asked if there were any additions or corrections to the agenda. TEC Coordinator Guy Swenson stated he would like to add the CIP report, Midwest Data update and to designate a representative to the Friends of the Buffalo River State Park. There were no other additions or corrections.

04-14-08-01 Motion by Mr. Davis and second by Mr. Ellefson to approve the agenda and consent agenda, with the following additions: CIP report, Midwest Data update, and to designate a representative to the Friends of the Buffalo River State Park. Motion carried. The following items were on the consent agenda.

1. Approval of the minutes of the Regular meeting held on March 10, 2008.
2. Approval of the Department Head reports.
3. Finance report-approval of check numbers 63415-63629 in the amount of \$258,164.12 and EFT payments in the amount of \$146,729.08.
4. Approval for Guy Swenson to attend the MTA Distribution Workshop in St. Cloud.
5. Approval for Guy Swenson, Tom Olson, Mike Pearson and Ione Hammer to attend the Telecom Operations Conference in Fargo.
6. Approval for Guy Swenson to attend the Missouri River Meeting in Sioux Falls.
7. Approval of Ross Amundson, Doris Hanson, Terry Olson and Mike Happala to the Golf Board, with term to expire March 14, 2009.
8. Approval to hire Wayne Hanson, Trevor Krueger, and Joshua Ullrich as grounds keepers for the Golf Course, at the recommended wages.

Mayor Dahnke stated the next item on the agenda was the board and commission reports. Council member Merlin Strom stated that the Park and Recreation Board met with the Planning & Zoning Board. Mr. Strom also stated that Margaret Follingstad has offered to be the new member on the Development Control Board. Council member Larry Davis, Jr. stated at the next Park Board meeting, they would be doing their annual tour of the parks.

04-14-08-02 Motion by Mr. Davis and second by Mr. Ellefson to approve the board and commission reports as presented. Motion carried.

Mayor Dahnke stated the next item on the agenda was the Public Forum. Mayor Dahnke asked if there were any citizens present to be heard. There were none.

Mayor Dahnke stated the next item on the agenda was the building permit update at 420 2ND Street NW. Building Inspector Roland Holm discussed with Council members that he has spoken to the home owner, and the homeowner stated that he would complete the outside of the building by the end of April. Mr. Holm stated that the homeowner also stated that he plans to be completed with the project by the end of the summer. Building Inspector Roland Holm stated that he will grant the homeowner a 180 day extension to complete the project. Council members had no other questions for Mr. Holm.

Mayor Dahnke stated the next item on the agenda was the Tyler Technologies bill pay proposal. City Clerk Jeri Reep informed council members that this is a proposal from Tyler Technologies to allow for bill pay for our utility customers. Mrs. Reep stated that the cost for bill pay would be a onetime charge of \$2,576.00, and an annual fee of \$1,776.00. This is not a budgeted item. Council member Jeremy Krause asked if there is room in the budget. Mayor Dahnke asked that this item be placed on the May regular agenda.

Mayor Dahnke stated the next item on the agenda was the summer intern discussion. EDA Director Karen Lauer discussed with Council members that she partnered with the Economic Development Association of MN, NDSU Political Science Dept. and the Barnesville EDA to develop an internship program for the summer of 2008. Mrs. Lauer stated that the intern would work from May until the end of August, and the person would receive a \$3,000 stipend. This intern would be funded by the following: \$1,000.00 from the EDAM Grant, \$1,000.00 from the EDA cash reserves, and \$1,000 from the GIS update fund.

04-14-08-03 Motion by Mr. Ellefson and second by Mr. Krause to authorize a summer intern, pending background checks. The \$3,000 stipend will be paid by \$1,000.00 from the EDAM Grant, \$1,000.00 from the EDA cash reserves, and \$1,000 from the GIS update fund. Motion carried.

Mayor Dahnke stated the next item on the agenda was the 2nd reading of Ordinance 2008-7, an ordinance relating to the creations, purpose and membership of the Telephone/Electric/Cable (TEC) Advisory Board.

04-14-08-04 Motion by Mr. Hagen and second by Mr. Strom to approve the 2nd reading of Ordinance 2008-7. Motion carried.

ORDINANCE 2008-7

AN ORDINANCE TO AMEND AND REENACT SECTION 2.65 OF THE BARNESVILLE CITY CODE RELATING TO THE CREATION, PURPOSE AND MEMBERSHIP OF THE TELEPHONE/ELECTRIC/CABLE (T.E.C.) ADVISORY BOARD

BE IT ORDAINED by the City Council of the City of Barnesville, as follows:

SECTION 1. Section 2.65 of the Barnesville City Code is hereby amended and reenacted to read as follows:

SEC. 2.65 TELEPHONE/ELECTRIC/CABLE TV (T.E.C.) ADVISORY BOARD

The Telephone/Electric/Cable TV (T.E.C.) Advisory Board is hereby established. The purpose of this Board is to advise the Council as to the rates and charges for telephone, electric, cable TV and DSL services provided by the City. The Board shall be composed of ~~seven (7) members, two of them shall be members of the council, who shall serve staggered six year terms,~~ five (5) voting members, two (2) of whom shall be members of the city council and whom shall be appointed by the Mayor with the advice and consent of the City Council. The two (2) City council members shall be appointed each and every year at the first regular City Council Meeting held in January and shall serve a one year term. The Mayor with the advice and consent of the City Council shall appoint three (3) reputable residents of the City as members of the Board, whom shall be referred to as the at large members. The at large members appointed to the first Board after the effective date of this ordinance shall hold office respectively, for the terms designated by the mayor when the appointments are made as follows:

- (1) One member shall hold office until the first meeting of the City Council in January of the first odd-number year following that member's appointment.
- (2) One member shall hold office until the first meeting of the City Council in January in the first even year following that member's appointment.
- (3) One member shall hold office until the first meeting of the City Council in January of the second odd-number year following that member's appointment.

At the first regular meeting of the City Council held in January of each year, or as soon thereafter as practicable, the mayor with the advice and consent of the City Council shall appoint one (1) at large member of the Board in addition to the two (2) City council members. After the members of the first board created by this ordinance have been appointed as provided in this section each at large appointment shall be made for a term of three years. The mayor shall appoint a non-voting youth representative to the board.

Each and every February the Board shall select from its membership a person to act as chairperson.

SECTION 2. This ordinance shall take effect upon publication in accordance with the Barnesville City Charter.

PASSED by the City Council of the City of Barnesville this 14th day of April, 2008.

Approved by:

Fred Dahnke
Mayor

ATTEST:

Michael M. Brethorst
Chief Operating Officer

Mayor Dahnke stated the next item on the agenda was the TEC Board appointment.

TEC Coordinator Guy Swenson stated that the TEC Board had received one application for the board, and then he had received another application the following day after the closing date. Mr. Lee Follingstad had submitted his application to the board, and Mr. Mark Nelson had submitted his application the following day, via email to COO Michael Brethorst. Mr. Swenson stated that the TEC Board recommended Mr. Lee Follingstad to the TEC Board.

04-14-08-05 Motion by Mr. Strom and second by Mr. Ellefson to appoint Mr. Lee Follingstad to the TEC Board. Motion carried.

TEC Coordinator Guy Swenson next asked Mayor Dahnke to clarify the existing terms on the TEC Board. TEC Coordinator Guy Swenson recommended the following: Rick Raftevold term to expire the first meeting of the City Council in January, 2009. Trent Bielejeski term to expire the first meeting of the City Council in January 2010. Lee Follingstad term to expire the first meeting of the City Council in January 2011.

04-14-08-06 Motion by Mr. Hagen and second by Mr. Strom to approve the following terms for the TEC Board members. Rick Raftevold-term to expire the first meeting of the City Council in January 2009. Trent Bielejeki-term to expire the first meeting of the City Council in January 2010. Lee Follingstad-term to expire the first meeting of the City Council in January 2011. Motion carried.

Mayor Dahnke stated the next item on the agenda was the discussion to purchase AMR meters and load management controllers. TEC Coordinator Guy Swenson informed council members that this is a budgeted item. This will allow the purchase of 92 electric with water read AMR meters, 55 electric only AMR meters, and 36 load controllers for a total of \$34,960.39.

04-14-08-07 Motion by Mr. Hagen and second by Mr. Strom to approve the purchase of AMR meters and load management controllers. This will be a purchase of 92 electric with water read AMR meters, 55 electric only AMR meters, and 36 load controllers for a total of \$34,960.39. Motion carried.

Mayor Dahnke stated the next item on the agenda was the Midwest Data contract. TEC Coordinator Guy Swenson informed council members that Midwest Data has provided him with three proposals. Mr. Swenson stated that if we proceed with option three, that the local post office would still receive credit for the mailing of the utility bills. Mr. Swenson discussed the three proposals with the city, and that the TEC Board recommends option three, with a three year contract.

04-14-08-08 Motion by Mr. Ellefson and second by Mr. Hagen to proceed with the Midwest Data contract, option three. Which will continue with the services that we currently receive under the old contract, plus the addition of Carrier Access Billing (CABS) and converging our utility billing which includes printing, folding, stuffing envelopes, with a per subscriber cost increase of \$0.55, this equates to a \$605.00 per month increase. Motion carried.

Mayor Dahnke stated the next item on the agenda was the Calix-DSL Line Card Purchase. TEC Coordinator Guy Swenson informed council members that he located 2 Calix DSL Line Cards through Modern Enterprise Solutions at a cost of \$1,300 per card. This DSL line card is needed to provide DSL to new customers. Mr. Swenson stated that this is a budgeted item.

04-14-08-09 Motion by Mr. Ellefson and second by Mr. Davis to proceed with the purchase of 2 DSL Line Cards in the amount of \$1,300.00 per card from Modern Enterprise Solutions. Motion carried.

Mayor Dahnke stated the next item on the agenda was the DSL Modem purchase. TEC Coordinator Guy Swenson stated that this is a budgeted item. Mr. Swenson stated that he located modems through Goldfield Telecom LC for \$71.25 each. Mr. Swenson stated that he would like to purchase 100 DSL modems.

04-14-08-10 Motion by Mr. Ellefson and second by Mr. Hagen to proceed with the purchase of 100 DSL modems from Goldfield Telecom LC for \$71.25 each. Motion carried.

Mayor Dahnke stated the next item on the agenda was to review the cable bids that were received. TEC Coordinator Guy Swenson informed council members that the EDA Board recommends to the Barnesville Cable TV to consult with an engineer/expert to review and provide an opinion on the upgrade proposal that is selected for the Digital Upgrade for Cable TV. The board recommended approving this, not to exceed \$2,500.00, with the funds from the Cable Enterprise funds out of the System Upgrade.

04-14-08-11 Motion by Mr. Krause and second by Mr. Ellefson to allow staff to consult with an engineer/expert to review and provide an opinion on the upgrade proposal that is selected for the Digital Upgrade for Cable TV. This expenditure shall not exceed \$2,500.00, with the funds from the Cable Enterprise funds out of the System Upgrade. Motion carried.

Mayor Dahnke stated the next item on the agenda was the CIP Program. TEC Coordinator Guy Swenson discussed with council members that this is a requirement, a report that is returned to the MN Dept. of Commerce.

04-14-08-12 Motion by Mr. Strom and second by Mr. Ellefson to allow TEC Coordinator Guy Swenson to proceed with the CIP Program, and to submit report to the MN Dept. of Commerce. Motion carried.

Mayor Dahnke stated the next item on the agenda was the seal coating bids. City Clerk Jeri Reep informed council members that we had received three bids, with the lowest bidder being Morris Sealcoating & Trucking, Inc. from Morris, MN.

04-14-08-13 Motion by Mr. Strom and second by Mr. Davis to approve the sealcoat bid from Morris Sealcoating & Trucking, Inc. in the amount of \$88,852.00. Motion carried.

Mayor Dahnke stated the next item on the agenda was the request to advertise for a 1 ton truck. City Clerk Jeri Reep informed council members that Public Works Supt. Dave Riddering would like to advertise for bids to purchase a used 1 ton truck with a box and hoist. This truck would replace the existing 1 ton Ford.

04-14-08-14 Motion by Mr. Davis and second by Mr. Strom to authorize staff to advertise for a used 1 ton truck with a box and hoist, and this truck will replace the existing 1 ton Ford truck. Motion carried.

Mayor Dahnke stated the next item on the agenda was the discussion of the dual heating for the City Shop. Council Member Merlin Strom informed council that Public Works Supt. Dave Riddering is looking for ways to cut heating costs at the shop. Council members discussed the quotes that had been received, and asked that this item be placed on the May council meeting regular agenda.

04-14-08-15 Motion by Mr. Strom and second by Mr. Hagen to table the quotes received for dual heating at the City Shop. Motion carried.

Mayor Dahnke stated the next item on the agenda was the discussion of the Lass property-drainage ditch on the southeast part of town. City Attorney John Shockley discussed with council members the options they had concerning this property.

04-14-08-16 Motion by Mr. Ellefson and second by Mr. Strom to authorize staff to start the emit domain process on the Duane and Ione Lass property located at the southeast part of the city. Motion carried.

Mayor Dahnke stated the next item on the agenda was the truck parking discussion. EDA Director Karen Lauer informed council members that COO Mike Brethorst, Police Chief Dean Ernst, Public Works Supt. Dave Riddering, and she had met regarding truck only parking signs on Front Street. Mrs. Lauer stated that complaints have been received on trucks parking adjacent to the business in the old depot property. The committee felt a possible solution would be to allow trucks to park 250 feet south of 3rd Ave SE on the West side of Front Street. Mr. Dean Julsrud asked council members where the truck drivers are going to park. Mr. Julsrud stated that the local business owners were not aware of the proposed change to the parking on Front Street. After much discussion, this item will be placed on the May regular city council meeting.

Mayor Dahnke stated the next item on the agenda was the Liesch proposal for Well #10. Mr. Dan Hansen with Ulteig Engineers informed council members that this proposal and cost estimate is for assistance related to the construction and testing of proposed Well No. 10 for the City. Liesch would generally consist of the logging of the pilot hole and the subsequent determination of well screen design and setting, assisting with the 24 hour testing procedures on the completed well and documenting the well construction and testing results in a written report. Mr. Hansen stated that Liesch has worked on our wells No. 8 & 9, and that they understand the water movement. Mr. Hansen stated the proposal from Liesch is \$10,962.00. Mr. Hansen stated the estimated cost for Liesch to perform the work was \$3,500.00.

04-14-08-17 Motion by Mr. Ellefson and second by Mr. Strom to deny the proposal from Liesch for the geologist work on Well No. 10. Motion carried.

Mayor Dahnke stated the next item on the agenda was the Visser Scraper discussion. City Attorney John Shockley informed council members that Visser Scraper Service has a claim for additional money for the wastewater project. Mr. Shockley stated that his recommendation is to wait until a complaint is brought, respond and bring a motion for summary judgment, depending upon the outcome, the case could be dismissed or Visser would be willing to settle for less.

04-14-08-18 Motion by Mr. Ellefson and second by Mr. Davis to wait until a complaint is brought forward from Visser Scraper Service on the wastewater project, respond and bring a motion for summary judgment depending upon the outcome. Motion carried.

Mayor Dahnke stated the next item on the agenda was the high service pumps engineering. City Clerk Jeri Reep informed council members that this was for information only, that Ulteig Engineers donated the engineering for this project in the amount of \$12,825.68.

Mayor Dahnke stated the next item on the agenda was the resident survey. EDA Director Karen Lauer informed council members that the response rate for the surveys was very high. EDA Director Karen Lauer stated that bill stuffers still seem to be the best way to provide information to our customers.

Mayor Dahnke stated the next item on the agenda was the CD renewal. Sr. Accountant Laurie Schell informed council members that this CD is for 24 months.

04-14-08-19 Motion by Mr. Davis and second by Mr. Ellefson to allow staff to renew the CD for 24 months. Motion carried.

Mayor Dahnke stated that the next item on the agenda was the appointment of a board member to the Friends of the Buffalo River State Park.

04-14-08-20 Motion by Mr. Davis and second by Mr. Hagen to appoint Mr. Roger Cooper to the Friends of the Buffalo River State Park. Motion carried.

04-14-08-21 Motion by Mr. Davis and second by Mr. Strom to adjourn the meeting at 8:46 p.m. Motion carried.

Submitted by:

Attest:

Jeri L. Reep
City Clerk

Fred Dahnke
Mayor

