

Barnesville City Council

Regular Meeting

February 9, 2004

Mayor Ken Bauer called this meeting to order at 7:00 p.m. Present were Mayor Ken Bauer, Council members Del Ellefson, Charles Martinson, Kim Simonsen, Chad Hagen, and Guy Swenson. Absent was Roger Cooper. Others in attendance were City Administrator Ray Miller, General Manager Gerald Dow, EDA Director Karen Lauer, Public Works Superintendent Dave Riddering, Electrical Superintendent Jerry Tenderholdt, Water/Wastewater Superintendent Todd Meyer, Finance Director Brian Jacobson, Police Chief Dean Ernst, Animal Control Officer Terry Lapos, City Attorney Mike Hannaher, Youth Representative Marie Emmerich, Pam Aakre from the Record Review and Deputy Clerk Jeri Davis.

02-09-04-01 Motion by Mr. Martinson and second by Mr. Ellefson to approve the minutes as presented. Motion carried.

02-09-04-02 Motion by Mr. Simonsen and second by Mr. Swenson to approve the minutes of the public hearing of January 12, 2004. Carried.

Mayor Ken Bauer next asked if there were any citizens to be heard. There was no citizen input.

EDA Director Karen Lauer next reviewed the annual report with the City Council for the year ending 2003. Mrs. Lauer went over the activities for the year of 2003. Mrs. Lauer thanked the City Council for their continued support. Mrs. Lauer also handed out to the council the Main Street accomplishment for the year and asked council for any questions they may have. Council had no further questions for Mrs. Lauer.

Marie Emmerich representing the Youth Board read the Youth Board report. Council members had no further questions for Ms. Emmerich.

Council member Kim Simonsen asked to approve the individual department head reports, unless department heads had something more to add at this time.

02-09-04-03 Motion by Mr. Swenson and second by Mr. Simonsen to approve the department head reports as presented. Motion carried.

Mayor Bauer next called on Mr. Todd Hagen, financial advisor for Ehlers & Associates to explain to council the possible refunding of the general obligation bonds. Mr. Hagen explained to the council the general obligation bonds, and by opting for crossover refunding, the city could be saving up to eight percent of savings on the 1996 bonds. The cost of this crossover refunding is \$465,000.

02-09-04-04 Motion by Mr. Simonsen and second by Mr. Martinson to approve the following resolution.

Resolution No. 02-09-04-04
Resolution Providing for the Sale of \$465,000 General Obligation
Crossover Refunding Bonds, Series, 2004.

A. WHEREAS, the City Council of the City of Barnesville, Minnesota, ("the City"), has theretofore determined that it is necessary and expedient to issue the City's \$465,000 General Obligation Crossover Refunding Bonds, Series 2004 (the "Bonds"), to provide funds, together with any contribution of the City, sufficient for a crossover refunding on February 1, 2005, of all of the City's callable General Obligation Improvements Bonds of 1996, dated November 1, 1996, issued in the amount of \$1,140,000, payable in the amount of \$660,000, which mature on February 1 in the years 2006 through 2017; and

B. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent financial advisor for the Bonds and is therefore authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

NOW, THEREFORE, BE IT RESOLVED by the City Council of Barnesville, Minnesota, as follows:

1. Authorization; Findings. The City Council hereby authorizes Ehlers to solicit proposals for the sale of the Bonds.
2. Meeting; Proposal Opening. The City Council shall meet at 6:00 p.m. on February 25, 2004, for the purpose of considering sealed proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member Martinson and, after full discussion thereof and upon a vote being taken thereon, the following Council Members voted in favor thereof: Mr. Ellefson, Mr. Simonsen, Mr. Hagen, Mr. Swenson, and Mr. Martinson.

and the following voted against the same: none

Whereupon said resolution was declared duly passed and adopted.

Dated this 9th day of February, 2004.

Ray Miller, City Administrator

Council members next discussed the appointment of the EDA Board. The EDA Board is recommending to city council the appointment of Dean Tonsfeldt for a six year term on the EDA Board of Directors and Eugene Prim to fill the unexpired term of Ken Bauer, which will expire on December 31, 2004.

02-09-04-06 Motion by Mr. Swenson and second by Mr. Ellefson to approve the appointments of Dean Tonsfeldt to the EDA Board for a six year term, which will expire on December 31, 2009, and also the appointment of Eugene Prim to fill the unexpired term of Ken Bauer, which will expire on December 31, 2004. Motion carried.

Council next discussed the appointment of a representative to the development control board.

02-09-04-07 Motion by Mr. Simonsen and second by Mr. Martinson to appoint Mr. Del Ellefson to the Development Control Board. Carried.

Council members next discussed updating the city's comprehensive plan. The Fargo-Moorhead Metropolitan Council of Government will assist the city with the planning and development of the plan. The last time the city has completed a comprehensive plan was 12 years ago.

02-09-04-08 Motion by Mr. Simonsen and second by Mr. Ellefson to approve the agreement with the Fargo-Moorhead Metropolitan Council of Governments. It is estimated that the total cost is \$9,500, Metro COG and the city will split the cost equally. Motion carried.

02-09-04-09 Motion by Mr. Martinson and second by Mr. Hagen to approve the cigarette license for Old 52 Bar & Grill for 2004. Motion carried.

Mayor Bauer next discussed the Clay County Historical Society request for a donation.

02-09-04-10 Motion by Mr. Simonsen and second by Mr. Ellefson to make a donation of \$50.00 to the Clay County Historical Society for 2004. This donation will be from the discretionary funds. Motion carried.

Mayor Bauer next discussed the Buffalo River State Park request for a donation.

02-09-04-11 Motion by Mr. Swenson and second by Mr. Hagen to make a donation of \$100.00 to the "Friends of Buffalo River State Park". This donation will be from the discretionary funds. Motion carried.

Mayor Bauer next discussed the labor agreement between the City of Barnesville and Teamsters Local 116. Council member Simonsen felt that the wordage was correct in this agreement.

02-09-04-12 Motion by Mr. Simonsen and second by Mr. Ellefson to approve the labor agreement with the Teamsters Local 116. Carried.

Council member Hagen next discussed the ambulance department request to increase the rates for ambulance service. Mr. Hagen stated that a lot of the expenses are for supplies for the department.

02-09-04-13 Motion by Mr. Hagen and second by Mr. Swenson to approve the following rate increases for the ambulance department.

1. Increase rate of \$8.00/mile to \$9.00/mile.
2. Increase the base rates:

BLS non-emergency:	\$310.00 to \$450.00
BLS emergent:	\$335.00 to \$485.00
ALS-1	\$455.00 to \$525.00
ALS-2	\$520.00 to \$560.00

Motion carried.

Council members next discussed the joint purchase of a breaker, which will be an attachment to the Bobcat skid steer loader. This is a budgeted item at 50% from the street department and 50% from the water department.

02-09-04-14 Motion by Mr. Ellefson and second by Mr. Hagen to approve the purchase of the attachment for the Bobcat skid steer loader. Motion carried.

Council next discussed the proposed Wagner Park ground fee increases.

02-09-04-15 Motion by Mr. Ellefson and second by Mr. Hagen to approve the following rate increases for Wagner Park.

Water & Electric	\$12.00/night
Long Term Water & Electric	\$6.00/night
Tent Sites	\$5.00/night
Water/Electric/Sewer	\$18.00/night
Long Term Water/Elect/Sewer	\$10.00/night
Tent Sites	\$6.00/night

Motion carried.

02-09-04-16 Motion by Mr. Simonsen and second by Mr. Martinson to approve the Barnesville Lions Club Bingo request for April 15, 2004, July 15-17, 2004 and August 28, 2004. Carried.

Mr. Gary Nansen from Larson-Peterson & Associates arrived at 8:00 p.m.

General Manager Gerald Dow discussed with Council the Barnesville telephone directory. Mr. Dow felt that the directories produced the previous three years have been excellent.

02-09-04-17 Motion by Mr. Simonsen and second by Mr. Swenson to approve the proposed extension of the City of Barnesville Telephone directory working agreement with the Barnesville Record Review. Motion carried.

General Manager Gerald Dow next discussed with council the DSL modem pricing. Mr. Dow stated that the TEC Board is recommending to council to reduce the modem rental from \$9.95 per month to \$4.95 per month.

02-09-04-18 Motion by Mr. Simonsen and second by Mr. Ellefson to reduce the modem rental for DSL to \$4.95 per month. Carried.

Mr. Gary Nansen from Larson-Peterson & Associates next reviewed the projects with the City of Barnesville. Mr. Nansen stated that presently they had five projects still active. Council member Simonsen stated his frustrations on some of the projects during the year. Mr. Nansen stated he will follow up on in the Spring. Council members discussed with Mr. Nansen several issues that had occurred during the year. Council members had no further questions for Mr. Nansen.

02-09-04-19 Motion by Mr. Simonsen and second by Mr. Martinson to approve the payment request from Braun Intertec for the TH 9 Street and underground utility improvements in the amount of \$4,448.00. Carried.

Mayor Ken Bauer thanked EDA Director Karen Lauer for the \$40,000 grant that she had obtained for the Dean's Bulk Service project.

02-09-04-20 Motion by Mr. Simonsen and second by Mr. Swenson to approve the change order no. 3 request for Quam Construction, acknowledging the \$9,000 deduct for liquidated damages. Carried.

General Manager Gerald Dow next discussed with council the DMS 10 Upgrade. The cost for this upgrade is \$27,269.00. The current billing platform was installed in 1988 with a life expectancy of approximately seven years. The billing platform tracks the long distance calls and usage and forwards the records to our billing vendor.

02-09-04-21 Motion by Mr. Swenson and second by Mr. Simonsen to approve the DMS 10 upgrade at a cost of \$27,269.00. Carried.

General Manager Gerald Dow next discussed with council the conservation improvement program. Mr. Dow stated that the funding level has been set at \$12,000.00. The required level of spending on the city conservation improvement program, by State statute is \$11,772.00 for 2004.

02-09-04-22 Motion by Mr. Simonsen and second by Mr. Swenson to approve the reauthorization of the conservation improvement program for 2004. Carried.

General Manager Gerald Dow discussed with council the purchase of an event timer and VCR for the Cable TV. This would allow the city to coordinate the taping of school and community events and playing the tape on Channel 12.

02-09-04-23 Motion by Mr. Simonsen and second by Mr. Swenson to purchase an event timer and VCR, this amount shall not exceed \$3,500.00. Carried.

02-09-04-24 Motion by Mr. Simonsen and second by Mr. Martinson to approve paying a person \$20.00 per event to coordinate the taping of school and community events and playing the tape on channel 12. The payment of this shall come out of the \$3,500.00 until all monies have been used. Carried.

Water/Wastewater Superintendent Todd Meyer discussed with council the vacuum hydro excavation unit. Mr. Meyer stated that he will be applying for a grant. This purchase will be contingent on a grant approval.

02-09-04-25 Motion by Mr. Martinson and second by Mr. Swenson to approve the expenditure for the purchase of the vacuum hydro excavation unit, contingent on the grant approval.

02-09-04-26 Motion by Mr. Ellefson and second by Mr. Martinson to approve the expenditure for the purchase of the vacuum hydro excavation unit to purchase this item with additional funds of \$12,288, contingent on the grant approval. Motion carried.

Mayor Bauer next discussed with council a resignation letter from Kindra Larsen-Schultz.

02-09-04-27 Motion by Mr. Simonsen and second by Mr. Hagen to approve the resignation of Kindra Larsen-Schultz. Carried.

Mayor Bauer asked City Administrator Ray Miller to send Ms. Schultz a letter thanking her for her years of employment with the city.

Mayor Bauer next discussed the approval of termination of part-time custodian Pam Nelson. There was no additional information, Mayor Bauer asked that this be placed on the March agenda. This termination was not approved by council at this time.

02-09-04-28 Motion by Mr. Martinson and second by Mr. Ellefson to approve the hiring of part-time custodian for Charlene Grosz. Carried.

Council member Kim Simonsen updated the council on the personnel committee recommendation to hire Joel Haugrud as a full time employee. Mr. Simonsen stated that this has been a budgeted item for 2004.

02-09-04-29 Motion by Mr. Simonsen and second by Mr. Swenson to hire Joel Haugrud as a full time employee, grade 11-step 5. Motion carried.

02-09-04-30 Motion by Mr. Hagen and second by Mr. Ellefson to approve the approval for Todd Meyer and Les LaFayette to attend the water & wastewater technical conference to be held at St. Cloud on March 2-4, 2004. Carried.

02-09-04-31 Motion by Mr. Simonsen and second by Mr. Martinson to approve the attendance for Ray Miller to attend the Opening Doors to Common Sense Housing Conference to be held in Fargo on February 11, 2004. Carried.

02-09-04-32 Motion by Mr. Simonsen and second by Mr. Swenson to approve the bingo application for the Trojan Takedown Club for March 30, 2004. Carried.

02-09-04-33 Motion by Mr. Ellefson and second by Mr. Hagen to approve the bingo application for the Barnesville PTA for March 26, 2004. Carried.

02-09-04-34 Motion by Mr. Ellefson and second by Mr. Martinson to approve the appointment of Roy Cross to serve on the Park Board. Mr. Cross will be filling the vacancy of Del Ellefson. This term will expire on December 31, 2006. Carried.

General Manager Gerald Dow discussed with council the Otter Tail Power service agreement. Mr. Dow stated that this agreement would be a five year agreement and allows for a 30 day exit strategy upon written notice during the five year agreement.

02-09-04-35 Motion by Mr. Simonsen and second by Mr. Swenson to approve the proposed Otter Tail Power service agreement. Carried.

Council members Kim Simonsen and Guy Swenson, along with Mayor Ken Bauer will meet with Electrical Superintendent Jerry Tenderholt for a separation package.

02-09-04-36 Motion by Mr. Simonsen and second by Mr. Swenson to approve the checks numbers 12236-12392 in the amount of \$281,508.93 and also the EFT payments in the amount of \$125,607.04. Carried.

Mayor Bauer next stated they would discuss the performance review of City Administrator Ray Miller. Mayor Bauer asked City Administrator Ray Miller if he wished for this to be an open or closed meeting. City Administrator Ray Miller stated he wished for this to be a closed meeting.

City Attorney Mike Hannaher stated that a summary of review will be made public at the next regular council meeting.

Mayor Bauer called for a short recess at 9:40 p.m. and stated that the meeting will adjourn after the performance review of City Administrator Ray Miller.

Submitted by:

Attest:

Jeri Davis
Deputy Clerk

Kenneth J. Bauer
Mayor