

**Barnesville City Council**  
Regular Meeting  
March 10, 2003

Mayor Gene Prim opened this regular meeting of the Barnesville City Council at 7:00 p.m. with members Chad Hagen, Roger Cooper, Larry Davis Jr., Charles Martinson, Kim Simonsen, and Jerry Ames present. Also present were City Administrator Ray Miller, City Attorney Michael Hannaher, Main Street Director Brenda Brand, General Manager Gerald Dow, EDA Director Karen Lauer, Finance Director Brian Jacobson, Pam Aakre from the Record Review, Department Heads, Minutes Recorder Angie Ernst, Clay County Public Health Director Betty Windom-Kirsch, and Bioterrorism Coordinator Rashid Mouhamoud. Absent were Youth Representatives.

**3-10-03-01** Motion by Mr. Ames and second by Mr. Hagen to approve the agenda as written. Carried.

**3-10-03-02** Motion by Mr. Davis and second by Mr. Cooper to approve the minutes from the February 10, 2003 Public Hearing and the February 10, 2003 Regular Council Meeting. Carried.

There were no citizens present to be heard.

Betty Windom-Kirsch from Clay County Public Health was present to discuss possible biological warfare. Each City has to come up with an individual plan of action in case of biological warfare. Smallpox vaccinations can be given in three phases. Phase I is the vaccination of care providers. This phase has already started. Phase II vaccinates public works, ambulance, and fire personnel. Phase III vaccinates everyone else. Phase III would take approximately 4 to 5 days to complete vaccinations of everyone in Clay County. Ms. Windom-Kirsch explained the side effects that are possible for those who receive the vaccines. Those who have received the vaccine in the past are less likely to have a reaction to it.

Rashid Mouhamoud gave an overview of the history of Biological Warfare. Biological Warfare has been used for many hundreds of years. Mr. Mouhamoud gave a definition of Biological Warfare as the use of biological agents to intentionally produce disease or intoxication.

Mr. Mouhamoud said the most toxic bioterrorism agents are Level A agents. These include anthrax, smallpox, plague, botulism toxin, tularemia, and viral hemorrhagic fevers.

Department Head Reports were presented to the Council.

Chief Dean Ernst stated that the actual cost of asbestos removal at the Police Department came in at \$300 less than the bid price.

Kim Simonsen questioned Chief Ernst about the salvage yard cleanup on the south edge of the City. Mr. Simonsen stated that nothing is supposed to be outside of the salvage yard fence. Mr. Simonsen feels the entrances to the city need to be improved in appearance.

Mayor Prim stated the need for a budget for yearly vehicle replacement. Department heads could give the City an approximate schedule of how often vehicles need to be replaced.

Brian Jacobson gave the budget report. Cash is currently reconciled through December. The general and electric funds currently have a deficit. Transfers from other funds will have to be made to balance these deficits.

Karen Lauer from the EDA presented the Council with new Economic Development brochures. The brochures give information on the Stoneridge Addition, Dakota South, Holland s First Addition, and Heartland Addition, and Pearl View Estates.

The new fire truck will be in next week. The old truck was sold for the \$35,000 asking price.

Mr. Cooper stated that action will be taken if the LeNoue water bill is not paid within the next month.

The amended personnel policies concerning sick leave and buy back was presented.

Currently, DSF 304 is Heartland Debt and DSF 305 is Del Acres 7<sup>th</sup> Addition. Both projects have been completed and a single Bond was issued to finance these projects. There is no accounting reason to keep them separate, keeping them separate makes the accounting more difficult. The effect of consolidating these funds would be a savings in time from allocation of expense and revenues into the two funds instead of one. Finance Director Brian Jacobson recommends closing fund 304 and moving all balances into fund 305 to service the GO Improvement Bonds of 1996.

**3-10-03-03** Motion by Mr. Simonsen and second by Mr. Davis to approve closing fund 304 and moving the balance of fund 304 into fund 305. Carried.

The City was paying \$25.00 per month for AFLAC to administer the medical care expense reimbursement program. As there are only three employees on the plan, AFLAC was being paid \$300 per year to write ten to twenty checks. The City is able to self-administer this plan and not pay any fees.

**3-10-03-04** Motion by Mr. Simonsen and second by Mr. Martinson to approve amendments to the AFLAC Plan to save \$300. Carried.

The Council was presented with a letter to Clay County Engineer John Cousins from Dave Riddering. Mr. Riddering requested that the following alternate route for redesignation of CSAH 43: starting at Front Street (CSAH 52) and Main Avenue, proceeding East two blocks to Main Avenue and 3<sup>rd</sup> Street East, then South four blocks to 3<sup>rd</sup> Street and 5<sup>th</sup> Avenue SE, then West two blocks to 5<sup>th</sup> Avenue and Front Street SE (CSAH 52). A City map was attached. Mr. Riddering requested that after viewing the alternate route with the District State Aid Engineer and the route is approved, Mr. Cousins send the resolution format that the City Council will need to pass to further the process.

**3-10-03-05** Motion by Mr. Cooper and second by Mr. Simonsen to approve sending Mr. Riddering's letter to Clay County Engineer John Cousins. Carried.

**3-10-03-06** Motion by Mr. Martinson and second by Mr. Hagen to approve the hire of Rosalea Cihak, Nancy Kava, MaryAnn Thompson, Gloria Emerson, Lois Janssen, Jerry Loegering, Wally Mulcahy, Dick Zollar, Leo Schindler, Allen Kertcher, Jesse Krauth, Doris Hanson, and Wally Holt as Willow Creek Municipal Golf Course employees for the Calendar Year 2003. Carried.

Paul Kellerhuis has requested a leave of absence to recover from knee surgery. Paul has utilized all of his accumulated sick and vacation time. This leave of absence will be without pay. The Family and Medical Leave Act requires employers to provide the same level of health insurance coverage while the employee is on medical leave. The personnel policy requires supporting City Council action when the grant is approved. The T.E.C. Board moved to recommend that Council approve Mr. Kellerhuis' request for medical leave without pay.

**3-10-03-07** Motion by Mr. Davis and second by Mr. Simonsen to approve medical leave without pay for Paul Kellerhuis. Carried.

The Electric utility will be shorthanded while Paul Kellerhuis is recovering from knee surgery. During this time, it is reasonable to expect the projects will occur where additional staff is required by the Electric utility to complete projects. Contractors in the area have excess capacity at this time and could provide resources on short notice. The labor rate is \$30.00 per hour. The T.E.C. Board moved to recommend to Council to approve the request for a temporary line worker when needed.

**3-10-03-08** Motion by Mr. Simonsen and second by Mr. Martinson to approve the request to hire a temporary line worker as needed from Paradigm at a rate of \$30.00 per hour. Carried.

The Council was presented with a letter Mr. Miller received from Tom Trowbridge of Larson-Peterson Engineers. The letter stated that Mr. Trowbridge had recently been contacted by Dave Riddering regarding the possibility of reconstructing Eighth Avenue Southeast (from Fifth to Ninth Streets). The road is in generally poor condition and has required a significant amount of maintenance in recent years. Mr. Riddering was interested in the possibility of including this project in with the Trunk Highway No. 9 (TH 9). Mr. Trowbridge stated that he discussed with Mr. Riddering that it is too late to add additional work to the TH 9 improvements because of the lengthy process for Minnesota Department of Transportation (MnDOT) projects. However, it may be possible to let a separate contract on the same day as TH 9 and make the project more appealing to contractors. Currently, a May 22, 2003 date has been set for bid letting for the TH 9 project. The anticipated cost of reconstructing Eighth Avenue Southeast would be approximately \$255,000 to \$270,000. Including Sixth Street Southeast (from Eighth to Ninth Streets) would add \$65,000 to \$70,000 for a total cost of \$320,000 to \$340,000.

**3-10-03-09** Motion by Mr. Simonsen and second by Mr. Davis to include the 8<sup>th</sup> Avenue Southeast project in the TH 9 bid. Carried.

Mayor Prim suggested starting a pavement replacement fund.

The Council was presented with a letter from Brian Halverson president of the Fair Board. The letter thanked the Council for past support and stated that the fair board would appreciate any financial support that the Council could give. State statute limits the amount that could be given by the council to \$1,000.00.

**3-10-03-10** Motion by Mr. Martinson and second by Mr. Davis to donate \$1,000 to the fair board. Carried.

**3-10-03-11** Motion by Mr. Hagen and second by Mr. Cooper to approve a Bingo permit for the Barnesville PTA on March 21, 2003 at Atkinson Elementary School. Carried.

**3-10-03-12** Motion by Mr. Hagen and second by Mr. Martinson to approve a Bingo permit for the Trojan Takedown Club on April 11, 2003 at Big Bob's Bar and Grill. Carried.

The discretionary fund report was presented.

Ashley Nord has been recommended for the position of Beach Manager. This is a full time temporary position with no benefits. The wage for this position is \$10.50 per hour. This offer is contingent on City Council approval.

Mr. Simonsen would like to have Ambulance Manager Ginny Jacobson oversee operations at the beach as a Community Service Officer. This was formerly part of Ambulance Manager Wade Mitzel's duties. Ms. Jacobson will be asked if she could help with the beach operations.

**3-10-03-13** Motion by Mr. Cooper and second by Mr. Ames to hire Ashley Nord as Beach Manager at a rate of \$10.50 per hour. Carried.

**3-10-03-14** Motion by Mr. Davis and second by Mr. Hagen to approve disbursement checks 9881 to 10048 in the amount of \$190,711.42, manual checks 631 to 645 in the amount of \$66,140 and the February EFT payments in the amount of \$97,120.00.

Mayor Prim adjourned this meeting at 8:25 p.m.

Submitted by:

Attest:

Angela Ernst  
Minutes Recorder

Eugene Prim  
Mayor