

Barnesville City Council
Regular Meeting
April 14, 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, and Kim Simonsen 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, Department Heads, Karen Carpenter from the Record Review, Minutes Recorder Angie Ernst, and Youth Representative Megan Emmerich. Absent was member Jerry Ames.

4-14-03-01 Motion by Mr. Cooper and second by Mr. Martinson to approve the agenda as written. Carried.

4-14-03-02 Motion by Mr. Davis and second by Mr. Hagen to approve the minutes from the March 10, 2003 regular meeting and the March 26, 2003 special meeting. Carried.

Delbert Spurgeon was present to question the Council about a public nuisance notice he received in the mail from the police department. Mr. Spurgeon was informed he had to bring this matter to the Police Department, as the department is the one who issues the public nuisances for the City.

The youth report was given by Megan Emmerich. Miss Emmerich presented youth activity highlights from the last month.

Dave Riddering informed the Council that the park bathrooms and the airport are both open for the season.

Terry Lapos and Julie Holen from the Animal Control Department were present to inform the Council about numerous complaints they have received dealing with dog feces in the City Parks. A pet responsibility sheet has been made and will be given to all persons obtaining a pet license. These sheets will also be used as an initial contact with potential offenders. Ms. Lapos inquired as to whether the city could place signs regarding pets in the parks. Mr. Simonsen stated that a new ordinance should be in place before signs would be placed. New animal control ordinances are currently being worked on.

Clay County Rural Transit has had funds cut by the state. The number of days that they provide transportation in the City will have to be reduced because of the loss of funds. The rural transit will still provide transportation within City limits on Thursdays and will provide transportation to the Fargo-Moorhead area every other Friday. There will be no changes made to the daily commuter transportation service. A meeting will be held on April 28, 2003 to inform riders of the changes and to answer any questions.

4-14-03-03 Motion by Mr. Hagen and second by Mr. Davis to set the date for a liquor license fee public hearing with a special meeting to follow on June 16, 2003 at 6:30 p.m. (Yea- Mr. Hagen, Mr. Cooper, Mr. Martinson, Mr. Davis, nay- Mr. Simonsen) Carried.

The Council was presented with a letter from Don Sakry regarding the street that runs past his home (5th St. NW). The portion of his street from 4th Ave. NW to the Comstock road is gradually being destroyed due to heavy trucks using the road periodically as a bypass around the city. This road has only a thin layer of bituminous, which was installed at a cost to the adjoining property owners approximately nine years ago. The subsoil underneath the paving is soft and unstable. There are NO TRUCKS signs at either end of this road. The signs are being ignored. Mr. Sakry proposed that new signs with a blaze orange circle around a truck with a line

through it be placed so trucks can see them. Underneath this sign would be a sign that shows a \$100 fine would be issued to violators. Mr. Sakry would like to have the police department strictly enforce the fine.

Bonding for the T.H. 9 was discussed. If current reserve funds were used to finance this project, it would run the funds empty.

4-14-03-04 Motion by Mr. Simonsen and second by Mr. Hagen to approve the following resolution. Carried.

RESOLUTION NO. 4-14-03-04

**IN THE MATTER OF APPROVING PLANS AND SPECIFICATIONS
AND AUTHORIZING THE CITY ADMINISTRATOR-CLERK-TREASURER
TO SET A BID OPENING DATE FOR BIDS ON STREET AND UNDERGROUND
UTILITY IMPROVEMENTS TO TRUNK HIGHWAY NO. 9**

WHEREAS, pursuant to a resolution passed by the Council on the 9th day of December, 2002, Larson-Peterson and Associates, Inc., the City's Engineer, has prepared plans and specifications for proposed street and underground utility improvements to Trunk Highway No. 9 and has presented such plans and specifications to the Council for approval.

NOW, THEREFORE, BE IT RESOLVED By the Council of the City of Barnesville, Minnesota, that:

- 1) Such plans and specifications, a copy of which is on file in the City Administrator-Clerk-Treasurer's Office, are hereby approved.
- 2) The City Administrator-Clerk-Treasurer is hereby authorized to set a bid opening date, upon approval by the Minnesota Department of Transportation, and shall prepare and cause to be inserted in the official paper and in the Construction Bulletin, an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published twice and shall specify the work to be done. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Administrator and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City Administrator for 5 percent of the amount of such bid.

Passed and adopted this 14th day of April, 2003.

4-14-03-05 Motion by Mr. Simonsen and second by Mr. Hagen to approve the following resolution. Carried.

RESOLUTION NO. 4-14-03-05

**IN THE MATTER OF APPROVING PLANS AND SPECIFICATIONS
AND AUTHORIZING THE CITY ADMINISTRATOR-CLERK-TREASURER
TO SET A BID OPENING DATE FOR BIDS ON STREET IMPROVEMENTS TO
EIGHTH AVENUE SE**

WHEREAS, pursuant to a resolution passed by the Council on the 10th day of March, 2003, Larson-Peterson and Associates, Inc., the City's Engineer, has prepared plans and specifications for proposed street improvements to Eighth Avenue SE and has presented such plans and specifications to the Council for approval.

NOW, THEREFORE, BE IT RESOLVED By the Council of the City of Barnesville, Minnesota, that:

- 1) Such plans and specifications, a copy of which is on file in the City Administrator-Clerk-Treasurer's Office, are hereby approved.
- 2) The City Administrator-Clerk-Treasurer is hereby authorized to set a bid opening date, upon approval by the City Finance Director, and shall prepare and cause to be inserted in the official paper and in the Construction Bulletin, an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published twice and shall specify the work to be done. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Administrator and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City Administrator for 5 percent of the amount of such bid.

Passed and adopted this 14th day of April, 2003.

4-14-03-06 Motion by Mr. Simonsen and second by Mr. Martinson to approve a 2 inch bituminous overlay on Bauer Lane. Carried.

4-14-03-07 Motion by Mr. Davis and second by Mr. Cooper to allow the city finance officer to begin the bonding process for the T.H. 9 project, the Bauer Lane road overlay, and the Eighth Avenue project with bonds not to exceed \$800,000.00. Carried.

The council was presented with three quotes from MTI Distributing, Titan Power, and RDO Equipment for two new 72" mowers for the Park Department. RDO Equipment had the lowest quote of \$24,300.00 for the two mowers. Dave Riddering recommended purchasing two John Deere 1435 mowers from RDO Equipment at a total cost of \$24,300.00 and bring the old trade-in machine to the Moorhead Spring auction.

4-14-03-08 Motion by Mr. Cooper and second by Mr. Martinson to approve the purchase of two budgeted 72" mowers from RDO Equipment at a cost of \$24,300.00. Carried.

4-14-03-09 Motion by Mr. Davis and second by Mr. Cooper to approve the hire of Brent Durensky, Lydia Olson, Trisha Peterson, Katie Braton, Travis Renecker, Mike Cox, Brooke Cossette, Kenn Miller, James Carr, Luke Emmerich, Codey Bernier, Kara Dahl, and Ross Cameron as lifeguards using the established lifeguard wage schedule. Carried.

The City had an outdated GIS software package on an outdated PC. When a software upgrade was installed, the hard-drive failed. As a result of the computer failure the computer had to be replaced and new software installed. No one on staff had the expertise to reinstall the GIS data. Mr. Miller found AGRI ImaGIS Technologies in Fargo, ND that will be able to install all existing GIS data and do training on the software.

4-14-03-10 Motion by Mr. Davis and second by Mr. Simonsen to approve AGRI ImaGIS Technology to install all existing GIS data at a cost of \$400.00 and to do training on the ArcView version 8.3 for \$50.00 an hour. Carried.

Many Barnesville citizens have not been able to use credit cards to pay their monthly bills, which has in many cases been both inconvenient and has resulted in having to process bad checks. Establishment of an account with Wells Fargo for credit card servicing is recommended.

4-14-03-11 Motion by Mr. Martinson and second by Mr. Hagen to approve establishing a credit card servicing account with Wells Fargo and the purchase of a credit card machine at a cost of \$690.00 with funding to be an Administration Capital Expenditure. Carried.

The T.E.C. Board has recommended hiring Dennis Brown as a part-time telephone technician to fill in during certain times of the year when business activity, vacation time, and personal sick time cause the capacity of the current work force to be overwhelmed.

4-14-03-12 Motion by Mr. Simonsen and second by Mr. Martinson to approve the hire of Dennis Brown as a part-time telephone technician at a rate of \$19.41 per hour. Carried.

There will be an auction on April 26, 2003 at the Moorhead Public Works Facility. A list of proposed items from the Street and Parks Department was presented to the council to approve for inclusion in the auction.

4-14-03-13 Motion by Mr. Cooper and second by Mr. Davis to approve the inclusion of a 1994 f-125 John Deere 72 mower, a 1981 Chevy Single Axle Truck, with plow and wing, a push mower and a weed eater on the April 26, 2003 auction at the Moorhead Public Works facility. Carried.

Bids were received from Bayer Water Resource, Short Elliot Hedrickson Inc., A.C. Water Analysis, West Central Environmental Consultants, and Prairie Country Consulting for a wellhead protection project. Bayer Water resource met all requirements needed and were the lowest bidder.

4-14-03-14 Motion by Mr. Davis and second by Mr. Cooper to award the wellhead project to Bayer Water Resource at a cost of \$5,596.00. Carried.

4-14-03-15 Motion by Mr. Martinson and second by Mr. Cooper to purchase a Farm King 84 mower from RDO at a cost of \$1,491.00 with funds to come out of the 2003 budget. Carried.

The Minnesota State Legislature has mandated all electric utilities spend 1.5% of the gross revenues on energy Conservation Improvement Programs (CIP). The mandate limits spending for load management to .75% of gross revenues and the remaining .75% of gross revenues to be devoted to programs designed to promote conservation of energy among customers.

Utilities are required to develop CIP programs and report the results of their efforts on an annual basis. The utility that falls short of the CIP investment target level will be required to pay the shortfall to the Minnesota Department of Commerce.

The T.E.C. Board has moved to recommend that Council approve the Conservation Improvement Program (CIP).

4-14-03-16 Motion by Mr. Simonsen and second by Mr. Martinson to approve the Conservation Improvement Program for Barnesville Municipal Power. Carried.

4-14-03-17 Motion by Mr. Hagen and second by Mr. Davis to approve a Bingo permit for the Thursday Nite Lions for August 22, 2003 to be held at Big Bob's and a Bingo permit for the Thursday Nite Lions for July 12 and 13, 2003 to be held at the Fairgrounds. Carried.

4-14-03-18 Motion by Mr. Cooper and second by Mr. Hagen to approve a raffle permit for the Barnesville Fire Department for August 23, 2003 to be held at the Barnesville Fire Hall. Carried.

4-14-03-19 Motion by Mr. Davis and second by Mr. Martinson to approve the appointment of Carroll Swenson, Doris Hanson, Greg Sletten, Roger Maier, Gene Prim, Ray Miller, and Chuck Martinson to the 2003-2004 Willow Creek Golf Course Board. Carried.

The City's latest numbers show a cash deficit of \$808,855.37 as of December 31, 2002 while the Telephone Fund has a cash balance of \$1,226,364.88. A transfer from the telephone fund to the General Fund would bring the General Fund into balance for the year-end report.

4-14-03-20 Motion by Mr. Martinson to transfer \$850,000 from the Telephone Fund into the General Fund retroactive to December 31, 2002. Carried.

4-14-03-21 Motion by Mr. Simonsen and second by Mr. Davis to approve an extension of Joel Haugrud's employment for an additional five weeks (200 hours). Carried.

4-14-03-22 Motion by Mr. Davis and second by Mr. Hagen to approve disbursement checks 10049 through 10224 in the amount of \$273,558.15 and manual checks in 646 through 662 in the amount of \$34,233.23 and March EFT Payments in the amount of \$102,272.68.

4-14-03-23 Motion by Mr. Simonsen and second by Mr. Martinson to approve the hire of Rodney Ramacher at a rate of \$6.50 per hour and Mary Butenhoff at a rate of \$6.00 per hour at the Willow Creek Municipal Golf Course Pro Shop. Carried.

Mayor Prim adjourned this meeting at 7:55 p.m.

Submitted by:

Attest:

Angela Ernst
Minutes Recorder

Eugene Prim
Mayor