

**Barnesville City Council  
Regular Meeting  
August 12, 2013**

Mayor Dahnke called this regular meeting to order at 7:00 p.m. Members present were Mayor Dahnke and Council members Darin Allmaras, Betty Strom, Richard Sylvester, Cathy Enstad, Larry Davis, Jr. and Jason Rick. Others in attendance were, City Administrator Mike Rietz, Sara Nyhus-Wear with Ohnstad Twichell, City Clerk Jeri Reep, EDA Director Karen Lauer, Finance Director Laurie Schell, Police Chief Dean Ernst, TEC Manager Guy Swenson, Public Works Supt. Terry Ysteness, Joel Paulson with KLJ Engineering, Dan Lubbsmeyer with People Service, Chris Hoppe and Pam Aakre with the Record Review.

Mayor Dahnke asked City Administrator Mike Rietz 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 corrections or additions to the agenda. City Administrator Mike Rietz stated the only addition was to add the amendment to the Personnel Policy.

**08-12-13-01** Motion by Mr. Davis and second by Mr. Rick to approve the agenda as presented, with the addition of the amendment to the Personnel Policy. Motion carried.

**08-12-13-02** Motion by Mr. Allmaras and second by Mrs. Enstad to approve the consent agenda as presented. Council member Rick stated that he would abstain from the vote due to the EDA lot merge request. The following members voted aye: Council members Allmaras, Strom, Davis, Sylvester and Enstad. The following members voted nay: none. The following members abstained from the vote: Rick. Motion carried. The following items were on the consent agenda:

1. Approval of the minutes of the regular meeting held on July 8, 2013.
2. Approval of the minutes of the special meeting held on August 5, 2013.
3. Department head reports.
4. Approval of check numbers 76044 -76242 in the amount of \$576,680.13 and EFT payments in the amount of \$301,443.04.
5. Approval of the Barnesville VFW Post 4628 liquor license request-August 24-25, 2013.
6. Approval of Ratzos Pool Hall liquor request-August 24-25, 2013.
7. Approval of Barnesville Rod & Gun Club gambling request-August 4, 2013.
8. Approval of Lot split in the Commercial Park for the EDA, splitting of Lot 6, bloc 2, Barnesville Commercial Park in half. Also the merging of the west 37.50 feet of Lot 6 with Lot 5, and the merging of the east 37.50 feet of Lot 6 with Lot 7.
9. Accept the resignation of Seasonal public works employees Jonah Kletsch and Joshua Smith.
10. Approval to hire Amy Ramberg and Barry Schilling as Public Works Maintenance II at \$14.50 per hour.

11. Accept the resignation of EMT Nicholas Pinsonneault
12. Approval to advertise for a part-time EMT.

Mayor Dahnke stated the next item on the agenda was the board and commission reports.

Council member Sylvester stated that the HRA is encouraged to have an energy audit.  
Council member Allmaras stated that there will be a Joint Powers meeting on August 14<sup>th</sup>.  
Council member Strom stated that the signs have been ordered for the Parks.  
Council member Sylvester stated that the Community Education is working on fall classes.

**08-12-13-03** Motion by Mr. Davis and second by Mrs. Strom to approve the board and commission reports as presented. Motion carried.

Mayor Dahnke stated the next item on the agenda was the resolution approving plans and specs and ordering advertisement for bids for the Infrastructure Improvement District No. 2013-1.

City Engineer Joel Paulsen with KLJ Engineering next discussed the plans in Project 2013-1. Mr. Paulsen stated that no changes have been made from the Preliminary plans. Mr. Paulsen stated the bid opening date will be September 5, 2013, and the council could approve the bids at the regular meeting held on September 9, 2013.

**08-12-13-04** Motion by Mr. Davis and second by Mr. Rick to approve the following resolution. Upon a roll call vote, the following voted aye: council members Rick, Allmaras, Strom, Davis, Sylvester and Enstad. The following voted nay: none. Motion carried.

**CITY OF BARNESVILLE  
COUNTY OF CLAY  
STATE OF MINNESOTA  
RESOLUTION 08-12-13-04**

**Resolution Approving Plans and Specifications and Ordering Improvement and Advertising for Bids**

WHEREAS, a resolution of the council adopted August 5, 2013, the city engineer, Joel Paulsen of KLJ has prepared plans and specifications for Improvement District No. 2013-1, which consists of the installation of a new water main, street, storm water management, sanitary sewer improvements and improvements to State Highway 9 and has presented such plans and specifications to the council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The city clerk shall prepare and cause to be inserted in the official paper and in

QuestCDN an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that bids will be received by the clerk until 10:30 a.m. on September 9, 2013, at which time they will be publically in the city council chambers by the city administrator and engineer, will then be tabulated, and will be considered by the council at 7:00 p.m. on September 9, 2013, in the council chambers of the city hall. 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 clerk and accompanied by a cash deposit, cashier's check bid bond or certified check payable to the City of Barnesville for 5% of the amount of such bid.

Adopted by the council this 12th day of August, 2013.

---

Fred Dahnke, Mayor

---

Jeri Reep, City Clerk

Mayor Dahnke stated the next item on the agenda was the 1<sup>st</sup> reading of Ordinance 2013-10, an ordinance on sidewalks.

City Administrator Mike Rietz stated that this recommendation was from the Public Works Committee. Mr. Rietz stated this change to the code that would eliminate the "optional" designation on all existing sidewalks in the city. This would treat all the property owners with sidewalks abutting their property the same and maintain the sidewalk system that we currently have.

Council member Sylvester stated that this should be falling under a public hearing requirement. The sidewalk requirement is too much in the hands of the city council. Mr. Sylvester felt that this could be a financial hardship for some people.

Council member Allmaras stated that this is to keep the sidewalks, not to put sidewalks in; we can't remove the present sidewalk.

**08-12-13-05** Motion by Mr. Allmaras and second by Mrs. Enstad to approve the 1<sup>st</sup> reading of Ordinance 2013-10. Motion carried.

**CITY OF BARNESVILLE  
ORDINANCE NO. 08-12-13-05**

**AN ORDINANCE TO AMEND AND REENACT SECTION 5-0106 SUBD. 2 OF THE MUNICIPAL CODE REGARDING PUBLIC SIDEWALK REQUIREMENTS.**

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

SECTION 1. Section 5-0106 Subd. 2 of the Municipal Code of the City of Barnesville is hereby amended and reenacted to read as follows:

**Subd. 2. Public Sidewalk Requirements.** Public sidewalks are required in all areas of the City zoned C-1, as well as anywhere sidewalks are currently in place within the City of Barnesville and other areas deemed necessary by the Council which may include but not be limited to school property, church property, residential and business properties not in C-1. Sidewalks are optional in other areas of the city. Sidewalk construction, repair, or replacement ~~or removal where not required~~ are the responsibility of the abutting property owner, and before commencing any such work, a permit must be obtained from the City Administrator.

PASSED AND ADOPTED by the Barnesville City Council this 9th day of September, 2013.

APPROVED:

---

Fred Dahnke  
Mayor

ATTEST:

---

Jeri Reep  
City Clerk

First Reading: August 12, 2013  
Second Reading: September 9, 2013  
Adopted: September 9, 2013  
Published: September 16, 2013

Mayor Dahnke stated the next item on the agenda was the contract with PeopleService.

City Administrator Mike Rietz stated this recommendation is by the Personnel & Finance committee to add 16 hours per week of assistance to the Public Works Department and to change to a five year contract.

**08-12-13-06** Motion by Mr. Allmaras and second by Mr. Davis to approve the 5 year contract with PeopleService. Public Works Supt. Terry Ystenes stated that he liked the new contract. Mr. Davis felt it was a win-win situation. Motion carried.

Mayor Dahnke stated the next item on the agenda was to approve bids for replacement of a sewer service line at 413 5<sup>th</sup> Street NE.

City Administrator Mike Rietz informed council members that he had received two quotes. Laney's in the amount of \$5,390.00 and Super Septic in the amount of \$3,884.00.

**08-12-13-07** Motion by Mr. Rick and second by Mrs. Enstad to approve the bid from Super Septic in the amount of \$3,884.00 to repair the sewer line from the house to the curb at 413 5<sup>th</sup> Street NE. Council member Sylvester stated he felt the property owner should pay for the expense. The following voted aye: Council members Rick, Allmaras, Strom, Davis, and Enstad. The following voted nay: Council member Sylvester. Motion carried.

Mayor Dahnke stated the next item on the agenda was the discussion on the back taxes on the Alto property.

City Administrator Mike Rietz stated staff was asking to approve payment of \$43,721.82 for the back taxes on the former Alto property with \$1,655.90 paid out of the TIF District 1-5 and the remaining \$42,065.92 to come out of the general fund. In order for the City to acquire ownership at 219 2<sup>nd</sup> Ave SE, the city needs to pay off the back taxes. Most of the charges are from the city property taxes and administrative fines. The \$1,655.90 that is recommended to be paid out of the TIF District will go to the County and School District.

**08-12-13-08** Motion by Mr. Rick and second by Mrs. Strom to approve payment of \$43,721.82 for the back taxes at 219 2<sup>nd</sup> Ave. SE, with \$1,655.90 paid out of the TIF District 1-5. Motion carried.

Mayor Dahnke stated the next item on the agenda was the Personnel Policy change.

City Administrator Mike Rietz informed council members that the State of Minnesota has made some changes regarding what employees are allowed to take sick leave for. This change needs to be made in our Personnel Policy.

**08-12-13-09** Motion by Mr. Davis and second by Mr. Sylvester to make the following change to the Personnel Policy. Motion carried.

## Section 7-

Permanent employees shall accrue sick leave. Sick leave with pay shall be granted for the following reasons: Personal illness or physical incapacity resulting from causes beyond the employee's control; an employee may use up to 160 hours of accrued sick leave per year to care for a minor child, an adult child, spouse, sibling, parent, grandparent or stepparent; enforced quarantine of the employee in accordance with community health regulations; childbirth or pregnancy disability; or an appointment with a doctor, dentist, chiropractor, optometrist, or other medical professional.

Mayor Dahnke stated the next item on the agenda was the fiber to the home, CAD, design and staking request.

TEC Manager Guy Swenson informed council members that the grant that was applied for thru Blandin Foundation was not awarded to the city. To move forward with the FTTH process we need to complete the detailed mapping and staking sheets. The cost to complete the CAD, Design and Staking sheets is \$24,635.50. There are funds available in the capital expenditures to complete this project.

**08-12-13-10** Motion by Mr. Davis and second by Mrs. Enstad to approve \$24,635.50 to Communication Network Engineers to complete the CAD, design, and staking sheets for the fiber to the home project. Funds will be from the capital expenditures. Motion carried.

Mayor Dahnke stated the next item on the agenda was the OC48 fiber ring upgrade.

TEC Manager Guy Swenson informed council members is to upgrade to the OC48 connection to 702 in Moorhead to a 1 Gig connection. With this upgrade, we will have a 1 gig connection to 702 with the option to purchase additional gigs. This will also enable us to increase our internet bandwidth as needed in the future. There are funds available in the capital funds.

**08-12-13-11** Motion by Mr. Davis and second by Mrs. Strom to approve Barnesville Municipal Telephone's share of the fiber ring with 702 Communications in the amount of \$42,161.36. Motion carried.

Mayor Dahnke stated the next item on the agenda was the Commercial Park fiber expansion.

TEC Manager Guy Swenson stated that the Commercial Park fiber is nearly completion. The only remaining task is the fiber splicing. The cost to have SI Contracting complete this splicing is \$1,885.00. There are funds available in the capital expenditures.

**08-12-13-12** Motion by Mrs. Enstad and second by Mr. Sylvester to approve \$1,885.00 to SI Contracting for the Commercial Park fiber extension fiber splicing services. The funds will be from the capital expenditures. Motion carried.

Mayor Dahnke stated the next item on the agenda was to accept the resignation of Council member Allmaras since he was moving out of the city.

**08-12-13-13** Motion by Mr. Rick and second by Mrs. Strom to accept the resignation of Council member Allmaras effective August 31, 2013. Council member Sylvester stated that it's been a pleasure working with Mr. Allmaras. Mayor Dahnke thanked Mr. Allmaras for his time on the city council. 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.

**08-12-13-14** Motion by Mr. Davis and second by Mr. Rick to adjourn the meeting at 7:38 p.m. Motion carried.

Submitted by:

Attest:

---

Jeri Reep  
City Clerk

---

Fred Dahnke  
Mayor