

**Barnesville City Council
Regular Meeting
July 13, 2015**

Mayor Gene Prim called this regular meeting to order at 7:00 p.m. Members present were Council members Jason Rick, Betty Strom, Don Goedtke, Richard Sylvester, and Cathy Enstad. Absent was Larry Davis, Jr. Others in attendance were City Administrator Mike Rietz, Sara Nyhus-Wear with Ohnstad Twichell, City Clerk Jeri Reep, Finance Director Laurie Schell, TEC Manager Guy Swenson, EDA Director Karen Lauer, Police Chief Dean Ernst, Public Works Supt. Trevor Moen, Mike Kurkowski with People Service, Jon Pauna with KLJ Engineering, Ambulance Manager Scott Nelson, Brigetta Miller, Renee Nicklay, Jon Yeske, Sue Yeske, Chris Hoppe, Darrel Thomas, Ken Bauer, Michelle Zajac, and Pam Aakre with the Record Review.

Mayor Prim next asked if there were any additions or corrections to the agenda. City Administrator Mike Rietz stated the only item to add was the Park Permits discussion.

07-13-15-01 Motion by Mr. Sylvester and second by Mr. Rick to approve the agenda as presented with the addition of the park permits discussion. Motion carried.

Mayor Prim stated the next item on the agenda was the consent agenda. Mayor Prim asked for clarification on the minutes from the June 2, 2015 minutes for motion 06-02-15-02. City Clerk Jeri Reep stated that she would correct the motion for the minute book. The motion reads:

06-02-15-02 Motion by Mr. Goedtke and second by Mrs. Enstad to change the City of Barnesville assessment policy to state that for reconstruction projects benefitting property owners will get a 30% assessment, with 70% of the costs being picked up by the City. Motion carried.

07-13-15-02 Motion by Mrs. Strom and second by Mr. Rick to approve the consent agenda. Motion carried. The following items were on the consent agenda:

1. Approval of the minutes of the Regular meeting held on June 8, 2015.
2. Approval of the minutes of the Special meeting held on June 2, 2015.
3. Approval of the minutes of the Special meeting held on June 30, 2015.
4. Approval of the department head reports.
5. Approval of check numbers 80033 – 80216 in the amount of \$1,291,405.30 and EFT payments in the amount of \$224,627.64.
6. Approval of the 2nd quarter transfers.
7. Approval of the resignation of Police Secretary Lisa Cook.
8. Approval to advertise for a Police Secretary.
9. Approval of the sound amplification permit for Clayco Care Center.
10. Approval of the Waiver of Irregularity and Appeal, Lots 3 & 4, Block 1, Heartland 3rd Addition.
11. Approval of payment estimate #1 to Paras Construction in the amount of \$169,604.72.
12. Approval of payment to Sellin Brothers for the Wastewater Lagoon repair in the amount of \$43,128.00.

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

Council members reported on the boards and commissions they are on.

Mayor Prim stated the next item on the agenda was the public forum. Mayor Prim asked if there were any citizens present to be heard. There were none.

Mayor Prim stated the next item on the agenda was the public hearing for the Gilbertson Annexation.

07-13-15-03 Motion by Mr. Rick and second by Mr. Goedtke to open the public hearing for the Gilbertson Annexation at 7:06 p.m. Motion carried.

Mayor Prim asked if there were any comments from the public regarding the annexation for the Gilbertson property. Mr. Darrell Thomas stated that the township had not issues with this annexation. Mayor Prim asked if there were any additional comments from the public. There were no additional comments from the public.

07-13-15-04 Motion by Mr. Sylvester and second by Mrs. Strom to close the public hearing for the Gilbertson Annexation at 7:07 p.m. Motion carried.

Mayor Prim stated the next item on the agenda was the 2nd reading of Ordinance 2015-09.

City Administrator Mike Rietz stated that the approval of this ordinance is the next step in the annexation process for the land south of 2nd Ave. SE. Mr. Rietz stated that after approval of this ordinance, staff will submit to the State for the final approval.

07-13-15-05 Motion by Mr. Rick seconded by Mr. Goedtke to approve the 2nd reading of Ordinance 2015-09. Motion carried.

ORDINANCE NO. 2015-09

AN ORDINANCE OF THE CITY OF BARNESVILLE ANNEXING LAND LOCATED IN CLAY COUNTY, MINNESOTA, TO THE CITY OF BARNESVILLE, CLAY COUNTY, MINNESOTA, PURSUANT TO MINN. STAT. § 414.033, SUBD. 2(3) PERMITTING ANNEXATION BY ORDINANCE.

WHEREAS, the City of Barnesville has received a petition for annexation from all landowners of the property to be annexed; and

WHEREAS, under state law, the landowner has the right to request annexation into the City of Barnesville, and the City of Barnesville has authority to annex such property.

NOW, THEREFORE, THE CITY OF BARNESVILLE DOES HEREBY ORDAIN:

Section 1. That the unincorporated land legally described in Exhibit A, which is attached hereto and incorporated herein by reference, located in the Town of Humboldt, Clay County, Minnesota, is land that is contiguous to and abuts the municipal corporate limits of the City of Barnesville, Clay County, Minnesota; is land that is 120 acres or less in size; is land that is not presently served by public wastewater facilities, and for which public wastewater facilities are not otherwise available than through the City of Barnesville; and is land that is existing or proposed for immediate urban or suburban development.

Section 2. That the property-owner of the property legally described in Exhibit A has requested annexation for purposes of immediately redeveloping the land for additional urban or suburban commercial uses and has submitted a petition to the City Council of the City of Barnesville for annexation of said land.

Section 3. That the City of Barnesville has, or will, hold a public hearing pursuant to Minn. Stat. § 414.033, subd. 2b, on July 13, 2015, following thirty (30) days' written notice by certified mail to the Town of Humboldt and to all landowners within and contiguous to the area, legally described in Exhibit A, to be annexed.

Section 4. That the corporate limits of the City of Barnesville are hereby extended to include the land legally described in Exhibit A, and shown on the map attached hereto and incorporated herein by reference as Exhibit B, containing approximately 6.911 acres, and the same is hereby annexed to be included within the City of Barnesville, Clay County, Minnesota.

Section 5. That the population of the area legally described in Exhibit A, and hereby annexed is 0.

Section 6. That with respect to the property taxes payable on the area legally described in Exhibit A, hereby annexed, the City of Barnesville shall make a cash payment to the Town of Humboldt in an amount equal to the Town of Humboldt's lost revenue for the period, \$7 per year for five years, as follows:

- a. In the first year following the year the City of Barnesville could first levy on the annexed area, a one-time payment of \$35.00.

Section 7. That the City Administrator of the City of Barnesville is hereby authorized and directed to file a copy of this Ordinance with the Minnesota Office of Administrative Hearings Municipal Boundary Adjustments Office, the Minnesota Secretary of State, the Clay County Auditor, and the Humboldt Township Clerk.

Section 8. That this Ordinance shall be in full force and effect and final upon the date this Ordinance is approved by the Minnesota Office of Administrative Hearings.

Passed and adopted this 13th day of July, 2015

Mayor

ATTEST:

City Clerk

Date of First Reading: June 8, 2015

Date of Second Reading and Final Passage: July 13, 2015

Mayor Prim stated the next item on the agenda was the approval of Summary of Ordinance 2015-09.

07-13-15-06 Motion by Mr. Sylvester and second by Mrs. Strom to approve Summary Ordinance 2015-09. Motion carried.

TITLE AND SUMMARY OF ORDINANCE NO. 2015-09

The following Ordinance is hereby published by title and summary:

1. Title of Ordinance:

An Ordinance of the City of Barnesville Annexing Land Located in Clay County, Minnesota, to the City of Barnesville, Clay County, Minnesota, Pursuant to Minn. Stat. § 414.033, Subd. 2(3) Permitting Annexation By Ordinance.

2. Summary of Ordinance:

This ordinance annexes a 6.9 acre tract south of 2nd Ave. SE as requested by Ed Gilbertson.

This Ordinance shall take effect upon publication in accordance with the Barnesville City Charter.

3. Availability of Ordinance:

A complete, printed copy of this Ordinance is available for inspection by any person during regular business hours in the office of the City Clerk, Barnesville City Hall, 102 Front Street North, Barnesville, Minnesota.

This Ordinance was passed by the City Council of the City of Barnesville on the 13th day of July, 2015.

APPROVED:

Eugene Prim, Mayor

ATTEST:

Jeri Reep, City Clerk

First Reading: June 8, 2015
Second Reading: July 13, 2015
Adopted: July 13, 2015
Published: July 20, 2015

Mayor Prim stated the next item on the agenda was the petition for improvements for the Del Acres Peterson 2nd Addition.

City Administrator Mike Rietz informed council members that this is the first step in the installation of the infrastructure for the next phase of the Del Acres Gilbertson Subdivision.

07-13-15-07 Motion by Mr. Goedkte and second by Mr. Sylvester to approve the following resolution. Upon a roll call vote, the following voted aye: Council member Rick, Goedkte, Strom, Sylvester and Enstad. The following voted nay: none. The following were absent: Davis. Motion carried.

**CITY OF BARNESVILLE
CLAY COUNTY, MINNESOTA**

RESOLUTION NO. 07-13-15-07

Resolution Declaring Adequacy of Petition and Ordering Preparation of Report

BE IT RESOLVED BY THE CITY COUNCIL OF Barnesville, Minnesota:

1. A certain petition requesting the installation of streets, curb, gutter, water, sanitary sewer and storm sewer located within the area of the proposed Del Acres Gilbertson 2nd Addition, filed with the council July 10, 2015, is hereby declared to be signed by the required percentage of owners of property affected thereby. This declaration is made in conformity to Minn. Stat. § 429.035.
2. The petition for proposed Improvement No. 2016-01 is hereby referred to Jon Pauna with KLJ and that person is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.
3. A public hearing shall be held on such proposed improvement on the 10th day of August, 2015, in the council chambers of the city hall at 7:00 p.m. and the clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the council this 13th day of July, 2015.

Mayor

City Clerk

Mayor Prim stated the next item on the agenda was the CUP for pet boarding as a Home Occupation.

City Administrator Mike Rietz informed council members that the CUP is for a pet boarding as a Home Occupation. Planning and Zoning recommend approval of the CUP.

07-13-15-08 Motion by Mr. Goedtke and second by Mrs. Enstad to approve the CUP for Pet Boarding as a Home Occupation for Michelle Zajac at 604 10th Ave SE. Motion carried.

Mayor Prim stated the next item on the agenda was the Reed Field project request.

Mr. Jon Yeske discussed the proposed Reed Field Baseball project with council members. Mr. Yeske was asking the City Council to consider making a donation to the Reed Field baseball project. Mr. Yeske stated that if the American Legion baseball raises \$105,000.00, that they will receive \$105,000.00 in matching funds from the Scheels Foundation. Mr. Yeske stated that they must have the money available by December 31, 2015. Council members referred Mr. Yeske to the Park committee meeting in July to ask for a donation.

Council member Davis arrived at 7:20 p.m.

Mayor Prim stated the next item on the agenda was the discussion on the Cobblestone Project.

Mayor Prim stated that council received input at the special meeting held earlier on the possibility of extending water and sewer from the Commercial Park to the east side of the Interstate along Hwy 34 for construction of a Cobblestone Inn.

City Administrator Mike Rietz stated that the estimated room tax that would be received from the Cobblestone Inn would be \$20,000 annually.

Council member Sylvester stated that they are looking at three large infrastructure projects now; we have a problem maintaining our current infrastructure.

Council member Strom questioned why we do not look at a motel project closer to town.

Renee Nicklay with Renee's Drive Inn stated that she just found out about this proposed Cobblestone Inn, said she has been at the drive inn for 30 years, they are totally against this project.

07-13-15-09 Motion by Mr. Sylvester and second by Mr. Rick to not proceed any further with the proposed Cobblestone Inn project and infrastructure to the East side of the Interstate 94 along Highway 34 at this time. Council member Goedtke stated people are in favor of this project, Barnesville has needed this for a long time. The following voted aye; Council members Rick, Strom, Sylvester and Enstad. The following voted nay: Council member Goedtke. Council member Davis abstained due to a conflict of interest on the property. Motion carried.

Mayor Prim stated the next item on the agenda was the motion to amend or rescind the motion from the June 8th meeting.

City Administrator Mike Rietz informed council members that this item is in regards to the motion from the June meeting regarding switching our checking accounts to Midwest Bank. Mr. Rietz discussed the options on the procedure to bring back an agenda item from a previous meeting.

07-13-15-10 Motion by Mr. Rick and second by Mrs. Strom to amend or rescind motion 06-08-15-04 adopted on June 8, 2015. Motion carried.

Mr. Rietz stated that he has spoken to Wells Fargo Bank, and they did reduce some of the fees, but Mr. Rietz stated that staff was recommending to proceed with switching our checking accounts to Midwest Bank. Mr. Rietz stated that it this will be an estimated savings of \$7,625 by switching to Midwest Bank.

07-13-15-11 Motion by Mr. Rick and second by Mrs. Enstad to switch the City's checking accounts to Midwest Bank. Motion carried.

Mayor Prim stated the next item on the agenda was the City Engineer report.

Mr. Jon Pauna with KLJ Engineering next discussed with council members the current projects they are working on. Mr. Pauna stated that the Safe Routes to School project is nearing completion. Mr. Pauna stated that the lagoon project was completed, and Sellin Brothers bill was \$25,000.00 less than anticipated. Council members had no further questions for Mr. Pauna.

Mayor Prim stated the next item on the agenda was the Bontjes property maintenance fee.

City Administrator Mike Rietz informed council members that Dana and Lindsey Bontjes purchased a property in the Stoneridge Subdivision in August 2014. This property had a \$300.00 property maintenance fine that was on the property taxes. The notice was mailed to the previous owners, and the Bontjes were not aware of this property maintenance fee. Staff is recommending reimbursing Dana and Lindsey Bontjes \$300.00 for the property maintenance fine.

07-13-15-12 Motion by Mr. Rick and second by Mrs. Strom to reimburse Dana and Lindsey Bontjes \$300.00 for the property maintenance fine that was on the lot they purchased in Stoneridge Subdivision. Motion carried.

Mayor Prim stated the next item on the agenda was the City Hall time and temperature clock discussion.

City Administrator Mike Rietz informed council that the Utility Marketing Committee has discussed uses for the time and temperature clock and would like this item to be tabled to the August regular meeting.

Mayor Prim stated the next item on the agenda was the Golf fees for youth golfers update.

City Administrator Mike Rietz stated that the youth golfing at the Golf Course is working well.

07-13-15-13 Motion by Mr. Sylvester and second by Mrs. Enstad to approve extending approval to allow students of Barnesville School District 146 to golf for free at certain times at Willow Creek Golf Course thru the 2015 season. Motion carried.

Mayor Prim stated the next item on the agenda was the 1st Reading of Ordinance 2015-10.

City Administrator Mike Rietz informed council members that the Police, Fire and Ambulance committee is recommending approval of this Ordinance. This change is to allow staff approval of a request for a noise amplification permit. Currently the language requires City Council to approve the permit.

07-13-15-14 Motion by Mr. Davis and second by Mrs. Strom to approve the 1st reading of Ordinance 2015-10. Motion carried.

ORDINANCE NO. 2015-10

AN ORDINANCE TO AMEND AND REENACT SECTION 6-0507, SUBDIVISION 2, PARAGRAPH B(3) OF THE BARNESVILLE CITY CODE RELATING TO NOISE CONTROL REGULATIONS.

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

SECTION 1. Section 6-0507, Subd. 2, Paragraph B(3) of the Barnesville City Code is hereby amended and reenacted to read as follows:

3. Persons or entities may for a sound amplification permit from the City for events or activities which may otherwise violate the terms of this Section. This permit shall be issued by the City Administrator and shall state the guidelines for the use of the permit. The City Administrator may also use his/her discretion to deny any permit request that will be result in an unreasonable exception to the noise regulations. The applicant may appeal the City Administrator's guidelines on a permit or denial of an application to the City Council. ~~The guidelines for the issuance of permits are set by a resolution adopted by the City Council.~~

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 10th day of August, 2015.

APPROVED BY:

Eugene Prim
Mayor

ATTEST:

Jeri Reep
City Clerk

First Consideration: July 13, 2015
Second Consideration: August 10, 2015
Date of Publication: August 17, 2015

Mayor Prim stated the next item on the agenda was the 1st Reading of Ordinance 2015-11.

City Administrator Mike Rietz stated that this amendment is being proposed to clarify some language in the property maintenance section of the City Code regarding the siding of buildings.

07-13-15-15 Motion by Mr. Davis and second by Mrs. Enstad to approve the 1st reading of Ordinance 2015-11. Motion carried.

ORDINANCE NO. 2015-11

AN ORDINANCE TO AMEND AND REENACT SECTION 3-0605 OF THE REVISED CITY CODE OF 2013 OF THE CITY OF BARNESVILLE RELATING TO MAINTENANCE ON EXTERIOR STRUCTURES.

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

SECTION 1. Section 3-0605 of the Revised City Code of 2013 of the City of Barnesville is hereby amended and reenacted to read as follows:

SEC. 3-0605. MAINTENANCE OF EXTERIOR STRUCTURES.

Subd. 1. General. The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

Subd. 2. Permanent Protective Treatment. All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches and trim, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other permanent protective covering or treatment consisting of siding (including steel, vinyl, wood, stone, brick, or industry recognized permanent siding product). Paint which is peeling, or blistering to an extent of more than twenty-five (25) percent of the area, shall be eliminated and surfaces repainted. All siding and masonry joints as well as those between the building envelope and the perimeter of windows, doors and skylights shall be maintained weather resistant and water tight.

Subd. 3. Street Numbers. Each structure to which a street number has been assigned shall have such number displayed in a position easily observed and readable from the public way.

Subd. 4. Structural Members. All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.

Subd. 5. Foundation Walls. All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents.

Subd. 6. Exterior Walls. All exterior walls shall be free from holes, breaks, loose or rotting materials; and maintained, weatherproof, and properly surface coated with paint

and a permanent protective treatment as set forth in this section, where required to prevent deterioration.

Subd. 7. Roofs and Drainage. The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. All gutters and downspouts shall be present and functional on every structure such that full and complete drainage away from the building occurs.

Subd. 8. Decorative Features. All cornices, belt courses, corbels, terra cotta trim, wall facings and similar decorative features shall be maintained in good repair with proper anchorage and in a safe condition.

Subd. 9. Overhang Extensions. All canopies, marquees, signs, metal awnings, fire escapes, standpipes, exhaust ducts and similar overhang extensions shall be maintained in good repair and be properly anchored so as to be kept in a sound condition. When required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment. All soffit and fascia areas shall be unreasonably weather-tight, watertight and rodent-proof; and shall be kept in a workmanlike state of maintenance and repair.

Subd. 10. Stair and Walking Surfaces. Every stair, ramp, balcony, porch, deck or other walking surface shall be kept in a proper state of repair and maintained free from hazardous conditions.

Subd. 11. Stairways, Decks, Porches and Balconies. Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.

Subd. 12. Chimneys and Towers. All chimneys, cooling towers, smoke stacks, and similar appurtenances shall be maintained structurally safe and sound, and in good repair. All exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

Subd. 13. Handrails and Guards. Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

Subd. 14. Window, Skylight and Door Frames. Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight.

Subd. 15. Insect Screens. During the appropriate season, every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas, or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored, shall be supplied with approved tightly fitting screens.

Subd. 16. Doors. All exterior doors, door assemblies and hardware shall be maintained in good condition. Locks at all entrances to dwelling units, rooming units and guestrooms shall tightly secure the door.

Subd. 17. Basement Hatchways. Every basement hatchway shall be maintained to prevent the entrance of rodents, rain and surface drainage water.

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 10th day of August, 2015.

APPROVED BY:

Mayor

ATTEST:

City Clerk

First Reading: July 13, 2015
Second Reading: August 10, 2015
Adopted: August 10, 2015
Published: August 17, 2015

Mayor Prim stated the next item on the agenda was the acquisition of the Guinness building.

Mayor Prim stated that the EDA has a chance to acquire the Guinness building; Mayor Prim stated that this could spark some business development. The Clay County Auditor's Office informed the EDA that this property officially went tax-forfeit. Soon the City will be receiving a letter from Clay County asking if the City/EDA would like to "take" the property. The EDA Board of Directors unanimously is in favor of acquiring this building.

07-13-15-16 Motion by Mr. Goedtke and second by Mr. Sylvester to acquire the Guinness Building when it becomes available from Clay County. Motion carried.

Mayor Prim stated the next item on the agenda was the purchase agreement for Farmers Oil property.

City Administrator Mike Rietz stated that the demolition of the old Farmer's Coop gas station is complete. The property is in a condition to taking ownership now. The purchase agreement with Farmer's Co-op Oil to acquire the property for \$12,000.00 needs approval.

07-13-15-17 Motion by Mr. Davis and second by Mr. Rick to approve the Farmer's Co-op Oil purchase agreement for \$12,000.00 contingent on Attorney review. Motion carried.

Mayor Prim stated the next item on the agenda was the changes to the monitoring well pipes on the former Farmer's Co-op Oil property.

City Administrator Mike Rietz stated that staff has contacted several well drillers who do work to cut monitoring well pipes down to grade. This work must be completed by a licensed well driller and a Monitoring Well Permit application must be submitted to the State prior to the work being done.

07-13-15-18 Motion by Mr. Davis and second by Mrs. Strom to remove all pipes at the ground level, not to exceed \$2500.00 for the former Farmer's Co-op Oil property. Motion carried.

07-13-15-19 Motion by Mr. Davis and second by Mr. Sylvester to authorize up to \$1500.00 for delivered crushed concrete for the former Farmer's Co-op Oil property. Motion carried.

Mayor Prim stated the next item on the agenda was the changes to the Personnel Policy.

City Administrator Mike Rietz discussed the proposed changes to the Personnel Policy. The proposed changes are:

1. Vacation, holiday and sick leave benefits commence, or begin to accrue, on the first day of employment. Health insurance commences on the first of the month following the date of hire or qualifying event.
2. When using any vehicle owned by the city it is the users responsibility to ensure that the vehicle is clearly marked as a city vehicle. Employees are required to operate city vehicles in compliance with all applicable laws related to operation of a vehicle on public roadways. Failure to do so is a violation of this policy.
3. A Selection Committee for the City Administrator, TEC Manager and department head level positions will review applications and conduct interviews for those positions. This committee will consist of the City Administrator, and at least two members of the applicable issue area committee.

A Selection Committee consisting of the applicable department head and the City Administrator will review applications and conduct interviews for all other positions.

07-13-15-20 Motion by Mr. Rick and second by Mr. Sylvester to approve the following changes to the Personnel Policy. Motion carried.

1. Vacation, holiday and sick leave benefits commence, or begin to accrue, on the first day of employment. Health insurance commences on the first of the month following the date of hire or qualifying event.
2. When using any vehicle owned by the city it is the users responsibility to ensure that the vehicle is clearly marked as a city vehicle. Employees are required to operate city vehicles in compliance with all applicable laws related to operation of a vehicle on public roadways. Failure to do so is a violation of this policy.
3. A Selection Committee for the City Administrator, TEC Manager and department head level positions will review applications and conduct interviews for those positions. This committee will consist of the City Administrator, and at least two members of the applicable issue area committee.

A Selection Committee consisting of the applicable department head and the City Administrator will review applications and conduct interviews for all other positions.

Mayor Prim stated the next item on the agenda was the cooler at the Liquor Store discussion.

City Administrator Mike Rietz stated that there was \$4,000.00 in the budget for the purchase for a new cooler at the Liquor Store. The actual cost for a new cooler is \$4,809.38; one of the standup coolers at the liquor store will need to be replaced very soon.

07-13-15-21 Motion by Mr. Rick and second by Mr. Sylvester to approve the purchase of a new cooler for the Liquor Store from Dakota Refrigeration in the amount of \$4,809.38. Motion carried.

Mayor Prim stated the next item on the agenda was the OpenGov Software discussion.

City Administrator Mike Rietz discussed the proposal from Open Gov, Inc. financial reporting tool. Mr. Rietz stated that staff felt that this review of the City budget would be a user friendly way for staff, council and the public to review the budget. This will allow us to provide something that is much more interactive than the chart of numbers that we are currently providing. Council member Sylvester stated that the Personnel and Finance committee had a presentation, and recommends approval.

07-13-15-22 Motion by Mr. Rick and second by Mr. Sylvester to approve the proposal from OpenGov, Inc. in the amount of \$5,000.00. Motion carried.

Mayor Prim stated the next item on the agenda was the A & E Networks pre-commitment model.

TEC Manager Guy Swenson discussed with council members that the A & E's current contract expires on December 31, 2015. The National Cable TV Cooperative (NCTC) is beginning what they think might be contentious negotiations with A & E and are asking all members that take A & E to pre-commit to continuing carriage of A & E when the negotiations are complete.

07-13-15-23 Motion by Mrs. Enstad and second by Mrs. Strom to approve and authorize TEC Manager Guy Swenson to participate in the National Cable TV Cooperative (NCTC) pre-commitment Model for the A & E Networks negotiations. Motion carried.

Mayor Prim stated the next item on the agenda was the discussion on the Park permit fees.

Council member Strom stated that the Park Board has discussed changing the current park permit ordinance. Mrs. Strom stated that they are seeing larger groups in the parks, and would like to see the fees changed for non-resident groups. The Park Board is recommending this approval of this ordinance.

07-13-15-24 Motion by Mrs. Strom and second by Mr. Sylvester to approve the 1st reading of Ordinance 2015-12. Motion carried.

ORDINANCE 2015-12

AN ORDINANCE TO AMEND AND REENACT SECTION 6-0901 OF THE MUNICIPAL CODE REGARDING THE RENTAL OF PICNIC SHELTERS IN THE CITY PARKS.

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

SECTION 1. Section 6-0901, subd. 3 & 4 of the Municipal Code of the City of Barnesville is hereby amended and reenacted to read as follows:

SEC. 6-0901. RULES AND REGULATIONS GOVERNING PUBLIC PARKS.

Subd. 3. Picnic Shelters. The fee to rent a picnic shelter and the 25 feet of park space around it in all City Parks for groups containing city residents of 25 people or more is are \$25.

The fee to rent a picnic shelter and the 25 feet of park space around it in all City Parks for non-resident groups of less than 25 people is \$35 for four hours . The fee to rent a picnic shelter and the 25 feet of park space around it in all City Parks for non-resident groups of more than 25 people is \$50 for four hours .

Non-profits using the park in groups larger than twelve are required to obtain a permit, but the fee will be waived. Reservations must be made 24 hours prior to the planned use of the shelter and by noon on Friday. Park shelters in all parks that have not been reserved according to this procedure are available on a first-come, first-served basis.

Subd. 4. Group Permits. Groups containing city residents using City Parks in numbers in excess of 25 people are required to purchase a permit of \$25 Groups consisting of non-residents using City Parks in numbers in excess of 12, but less than 25 people are required to purchase a permit of \$35 for four hours. Groups consisting of non-

residents in numbers in excess of 25 people are required to purchase a permit of \$50 for four hours.

Non-profits using the park in groups larger than twelve are required to obtain a permit, but the fee will be waived. Publically sponsored events and sporting events scheduled through the School District or the City will be exempt from this permit process. Also, groups who have obtained a permit pursuant to Subdivision 3 of this section are exempt from the requirements of this Subdivision.

PASSED AND ADOPTED by the Barnesville City Council this 10th day of August, 2015.

APPROVED:

Eugene Prim
Mayor

ATTEST:

Jeri Reep
City Clerk

First Reading: July 13, 2015
Second Reading: August 10, 2015
Adopted: August 10, 2015
Published: August 17, 2015

Mayor Prim adjourned the meeting at 8:32 p.m.

Submitted by:

Attest:

Jeri L. Reep
City Clerk

Eugene Prim
Mayor

