

**Barnesville City Council  
Regular Meeting  
September 11, 2017**

Mayor Prim called this regular meeting to order at 7:00 p.m. Members present were Council members Don Goedtke, Jason Rick, Larry Davis, Jr. Betty Strom, David Brown, and Brad Field. Others in attendance were City Administrator Mike Rietz, Michael Sly with Ohnstad Twitchell, City Clerk Jeri Reep, EDA Director Karen Lauer, Police Chief Dean Ernst, Ambulance Director Scott Nelson, TEC Manager Guy Swenson, Finance Director Laurie Schell, Police Officer Mark Pearson, Police Officer Jesse Atteberry, Tonya Stokka, Scott Kolbinger with KLJ Engineering, Cris Mortensen, Nicholas Aadland, Delbert Spurgeon, and Michael Stein with the Record Review.

Mayor Prim next asked if there were any additions or corrections to the agenda. City Administrator Mike Rietz stated that the only addition was to add the request to use the East end of the street of 2<sup>nd</sup> Ave NE.

**09-11-17-01** Motion by Mr. Rick and second by Mr. Goedtke to approve the agenda, with the addition of the request to use the East end of the street of 2<sup>nd</sup> Ave. NE. Motion carried.

Mayor Prim stated the next item on the agenda was the consent agenda.

**09-11-17-02** Motion by Mr. Davis and second by Mr. Brown 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 August 14, 2017.
2. Approval of the minutes of the special meeting held on August 10, 2017.
3. Approval of department head reports.
4. Approval of EFT payments in the amount of \$311,542.83 and check numbers 84085-84172 in the amount of \$367,410.07.
5. Approval of the School Resource Officer contract with the School District
6. Approval of the massage license for Danielle Willert.

Mayor Prim next called on Police Chief Dean Ernst. Police Chief Dean Ernst introduced Police Officer Jesse Atteberry to council members.

Mayor Prim next thanked Public Works Supt. Trevor Moen, EDA Director Karen Lauer, and TEC Manager Guy Swenson for their work installing the fountain at Blue Eagle Lake.

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

Council members reported on the boards and commissions they serve 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.

Mr. Nicholas Aadland approached the council and discussed his property at 508 6<sup>th</sup> Street NW. Mr. Aadland asked council members if he gets the maintenance violations completed on his property, if council would waive the fees on his property.

Mr. Delbert Spurgeon next approached council members and questioned if anything can be done about the property next to him. Mr. Spurgeon stated that yard needs to be cleaned up, along with issues on the property. Police Chief Dean Ernst stated that the Property Maintenance committee will discuss the property at the next meeting.

Mayor Prim stated the next item on the agenda was the CUP request at 810 4<sup>th</sup> Ave. NE.

City Administrator Mike Rietz stated that the CUP is to move a 12' x 16' shed onto the property at 810 4<sup>th</sup> Ave. NE. The applicants are requesting to move a shed onto their property to be used as a playhouse. Building Inspector Sid Fossen has looked at the building and stated the building needed to be re-shingled, but he has no other concerns with the structure. Mr. Rietz stated that the Planning Commission recommends approval of the CUP with the conditions stated in the CUP.

**09-11-17-03** Motion by Mr. Rick and second by Mr. Goedtke to approve the CUP at 810 4<sup>th</sup> Avenue NE, Lot 1 Block 3 of Dahms 2<sup>nd</sup> Addition., with the conditions listed in the CUP. Motion carried.

Mayor Prim stated the next item on the agenda was the variance request at 502 2<sup>nd</sup> St NW.

City Administrator Mike Rietz stated that this variance is to the section of the zoning code related to permitted intrusions into front yard setbacks. This request is for a covered porch at 502 2<sup>nd</sup> Street NW. Mr. Rietz stated that the Planning Commission is recommending approval of this variance.

**09-11-17-04** Motion by Mr. Goedtke and second by Mr. Davis to approve the variance request at 502 2<sup>nd</sup> Street NW, Lot 5 and south half of Lot 6, Block 5, 1<sup>st</sup> Railway Addition. Motion carried.

Mayor Prim stated the next item on the agenda was the agent of record for health insurance.

City Administrator Mike Rietz stated that the Personnel and Finance Committee received proposals from insurance agents. The committee met with three firms, and the committee chose AT Group as their recommendation to be the agent of record for health insurance. The health insurance agents are compensated by a commission that is built into the monthly premium as set by the health insurance company, so the cost to the City is the same no matter which agent we choose. Mr. Al Roth with AT Group discussed their company with council members. Mr. Roth stated their company is looking forward to working with the City.

**09-11-17-05** Motion by Mr. Field and second by Mr. Rick to approve the AT Group as the Agent of Record for Health Insurance. Motion carried.

Mayor Prim stated the next item on the agenda was the resolution for the 2018 preliminary levy.

City Administrator Mike Rietz stated that cities are required to adopt a preliminary property tax levy and preliminary budget in September of each year. The preliminary levy is normally set higher than what we expect, it can be reduced, but not increased.

Mayor Prim stated that the levy is at 10.05%, but he would like to see a 5% increase for the final levy.

**09-11-17-06** Motion by Mr. Rick and second by Mr. Goedtke to approve the 2018 preliminary levy resolution. Upon a roll call vote, the following voted aye: Council members Rick, Goedtke, Strom, Davis, Brown and Field. The following voted nay: none. Motion carried.

BE IT RESOLVED, That the following sums be, and hereby are levied upon the taxable property in the City of Barnesville, County of Clay, State of Minnesota for payable in the year 2018, for the following purposes to-wit:

	ACTUAL 2017	FINAL 2018
General Fund - General	246,750	333,500
General Fund - Police/Amb	0	0
General Fund - Admin	0	0
General Fund - Parks	357,168	335,726
General Fund - Streets	0	0
General Fund - Ambulance	45,000	45,000
Total Levy for Operations	<u>648,918</u>	<u>714,226</u>
2010A GO Bond Refinanced (Fund 315)	30,000	35,000
2005A/2012 GO Bond Debt Service (Fund 312)	0	0
2013-1 INFRA IMPROVE DIST (Fund 317)	7,500	15,000
2006/2012Del Acres Gilbertson Pre-Levy (Fund 314)	5,175	0
2011/2012 CSAH (Fund 316)	31,000	31,000
Total Levy for Debt	<u>73,675</u>	<u>81,000</u>

TOTAL LEVY	722,593	795,226
Before Tax Capacity	105.00%	110.00%
After Tax Capacity	5%	10.05%

Adopted this 11<sup>th</sup> day of September, 2017

Approved this 11<sup>th</sup> day September, 2017

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Eugene Prim  
Mayor

ATTEST:

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Michael Rietz  
City Administrator

Mayor Prim stated the next item on the agenda was the resolution for the 2018 preliminary budget.

**09-11-17-07** Motion by Mr. Rick and second by Mr. Field to approve the 2018 preliminary budget. Upon a roll call vote, the following voted aye: Council members Rick, Goedtke, Strom, Davis, Brown and Field. The following voted nay: none. Motion carried.

CITY OF BARNESVILLE  
CLAY COUNTY, MINNESOTA  
PRELIMINARY 2018 BUDGET  
RESOLUTION 09-11-17-07

BE IT RESOLVED that the City of Barnesville, Minnesota is required to maintain a budget for its fiscal operations.

BE IT FURTHER RESOLVED that the City of Barnesville, Minnesota has the legal authority to use its taxation authorities to levy necessary funds to operate the city.

BE IT FURTHER RESOLVED that the City of Barnesville, Minnesota is continually monitoring its budget and develops a fiscal budget based on the calendar year.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Barnesville that 2018 Preliminary Budget be adopted.

I. 2018 Budget \$9,344,786

Adopted this 11th day of September, 2017

Approved this 11<sup>th</sup> day of September, 2017

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Eugene Prim  
Mayor

Attest:

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Michael Rietz  
City Administrator

Mayor Prim stated the next item on the agenda was the 13<sup>th</sup> Street drain tile and ditch project.

City Administrator Mike Rietz informed council that conversations have been with the Watershed District to re-work the grade of the ditch on the East side of 13<sup>th</sup> Street. This would allow the ditch to flow north from about 8<sup>th</sup> Ave SE to the culvert that was placed near the intersection of 13<sup>th</sup> Street and 2<sup>nd</sup> Ave. SE. This also would allow an existing culvert that crossed 13<sup>th</sup> Street to be removed. The removal of the culvert is the reason for the drainage agreement. Mr. Rietz stated that the drainage agreement with Edward & Patricia Gilbertson has been signed. The cost sharing with the township has not been completed at this time. Mr. Darrel Thomas with the Humboldt Township has stated that the township is willing to contribute to the project. Mr. Rietz stated that Dirt Dynamics was the lowest bid in the amount of \$29,562.00.

**09-11-17-08** Motion by Mr. Davis and second by Mrs. Strom to approve the bid from Dirt Dynamics in the amount of \$29,562.00 for the ditch project on the East side of 13<sup>th</sup> Street. Motion carried.

**09-11-17-09** Motion by Mr. Rick and second by Mrs. Strom to approve the 13<sup>th</sup> Street drainage agreement with Edward and Patricia Gilbertson. Motion carried.

Mayor Prim stated the next item on the agenda was the Friendship Park paving project.

City Administrator Mike Rietz informed council members that Riley Brothers have declined to paving the parking lot at Friendship Park. Staff did receive a proposal from FM Asphalt to conduct the paving. City Engineer Scott Kolbinger has stated that this price was in line with his estimate for the project.

Mr. Scott Kolbinger with KLJ Engineering stated that the paving of the parking lot would not worsen for the water flowing to the west. Mr. Kolbinger stated that he would like a complete survey on the property, with elevation data.

Mr. Cris Mortensen, who owns the property adjacent to the parking lot, agreed to allow the city to survey the land.

**09-11-17-10** Motion by Mr. Davis and second by Mr. Goedtke to approve to survey and a design plan for the parking lot at Friendship Park. Mr. Kolbinger stated the estimated cost would be \$5,000.00. Motion carried.

Mayor Prim stated the next item on the agenda was the request to use the East end of the street by 2<sup>nd</sup> Ave. NE.

City Administrator Mike Rietz informed council members that Kyle Thompson with Prairie Land Management had asked permission to use the dead-end block of 2<sup>nd</sup> Ave. NE for approximately a month to store wildflower seeds. Mr. Thompson stated that they would sweep the area before and after using the area. Mr. Thompson is willing to pay the City for use of the property.

Council member Davis stated that he thought this was a bad practice to start.  
Council member Field stated that he thought this was a bad practice for our residential area.

**09-11-17-11** Motion by Mr. Davis and second by Mr. Field to allow Prairie Land Management to use the street by the Commercial Park to store wildflower seeds for up to one month.  
Councilmember Rick stated he would like to see only half the street to be used. Motion carried.

Mayor Prim stated the next item on the agenda was the priority setting discussion follow-up.  
Mayor Prim asked if there was anything new to report. Council members had nothing new to report.

Mayor Prim stated the next item on the agenda was the discussion on the potential settlement negotiations with the MPCA.

City Administrator Mike Rietz informed council members that staff should receive final documents at the October regular meeting.

Mayor Prim asked if any council members wished to go into a closed session to discuss the potential settlement negotiations with the MPCA. Council members did not have any additional comments.

Mayor Prim adjourned the meeting at 8:05 p.m.

Submitted by:

Attest:

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Jeri Reep  
City Clerk

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Eugene Prim  
Mayor