

**Barnesville City Council
Regular Meeting
September 8, 2014**

Mayor Gene Prim called this regular meeting to order at 7:00 p.m. Members present were Council members Larry Davis, Jr, Jason Rick, Don Goedtke, Betty Strom, Richard Sylvester and Cathy Enstad. Others in attendance were, City Administrator Mike Rietz, Sara Nyhus-Wear with Ohnstad Twichell, 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, Ambulance Manger Scott Nelson, Janis Rice, Craig Herfindahl, and Jacob Underlee with the Record Review.

Mayor Prim next asked if there were any corrections or additions to the agenda. City Administrator Mike Rietz stated that the only addition was to add the approval of amendment #1 to KLJ task order #4 to the consent agenda.

09-08-14-01 Motion by Mr. Sylvester and second by Mr. Rick to approve the agenda as presented with the addition of the approval of amendment #1 to KLJ task order #4 to the consent agenda. Motion carried.

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

09-08-14-02 Motion by Mr. Rick and second by Ms. Strom to approve the consent agenda as presented. Motion carried. The following items were on the consent agenda:

1. Approval of the minutes of the regular meeting held on August 11, 2014.
2. Approval of department head reports.
3. Approval of check numbers 78337 – 78522 in the amount of \$653,967.99 and EFT payments in the amount of \$299,958.08.
4. Vendor agreement for Energy Assistance Program 2014-2015.
5. Hiring of Janis Rice as Animal Control Officer at a rate of pay of \$11.00 per day for 2 hours per day.
6. Appointment of Gary Tschumperlin to Community Ed. Advisory Board.
7. Gambling Permit for the Barnesville Ducks Unlimited-November 20, 2014.
8. Approval of the MMUA 2014-2015 Safety Management Program Contract.
9. Approval to hire Kayt Frost for Part-time EMT position.
10. Approval of Amendment #1 to KLJ Task Order #4.

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 discussion of the trees in the alley behind 306 11th Street SE.

Mr. Craig Herfindahl next approached the council. Mr. Herfindahl was wondering if council members had made a decision about the removal of the trees by his property at 306 11th Street SE. Mayor Prim reported that the right-of-way in question is a city street and that there are lots platted off of the street. Therefore, vacating this portion of the street is not currently a viable option. Mr. Herfindahl reported that he has located a contractor that would remove the trees for free because he wants the wood. The consensus of the Council was that since Mr. Herfindahl was willing to take charge of having the trees removed, it was a workable solution and it would avoid having to deal with the trees in the future if the street were to actually be constructed.

09-08-14-03 Motion by Mr. Davis and second by Mr. Sylvester to authorize Mr. Herfindahl to make the necessary arrangements to remove three cottonwood trees in the street behind the property at 306 11th Street SE and that any expense in doing so would be borne by Mr. Herfindahl. Motion carried.

Mayor Prim stated the next item on the agenda was the Public Hearing on Assessments for Improvement District 2013-1.

City Administrator Mike Rietz informed council members that due to some miscommunication between him and the city engineer, the required notices did not go out to the property owners and the hearing needs to be rescheduled.

09-08-14-04 Motion by Mr. Davis and second by Ms. Strom to table the Resolution Adopting the Assessment Roll for Improvement District 2013-1 and reschedule the public hearing to October 13, 2014. Motion carried.

Mayor Prim stated the next item on the agenda was the preliminary 2015 budget and levy.

City Administrator Mike Rietz indicated that the proposed budget contained a 10.64% levy increase. The proposed budget also projects a 20% increase in the City's health insurance costs. This is the primary reason for setting the preliminary levy increase at the proposed level.

09-08-14-05 Motion by Mr. Rick and second by Mr. Davis to approved the 2015 Preliminary Levy Resolution with a 10.64% increase in the levy. Roll call: All voted in favor.

CITY OF BARNESVILLE
COUNTY OF CLAY
RESOLUTION NO. 09-08-14-05

2015 LEVY RESOLUTION - PRELIMINARY

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 2015, for the following purposes to-wit:

	ACTUAL	Preliminary EST
	2014	2015
General Fund - General	175,837	240,000
General Fund - Police/Amb	0	0
General Fund - Admin	0	0
General Fund - Parks	329,376	337,083
General Fund - Streets	0	0
General Fund - Ambulance	44,000	52,000
Total Levy for Operations	<u>549,213</u>	<u>629,083</u>
2010A GO Bond Refinanced (Fund 315)	16,160	0
2005A GO Bond Debt Service (Fund 312)	0	0
2013-1 INFRA IMPROVE DIST (Fund 317)	0	2,453
Del Acres Gilbertson Pre-Levy (Fund 314)	37,861	33,378
2011 CSAH (Fund 316)	25,733	31,000
Total Levy for Debt	<u>79,754</u>	<u>66,831</u>
TOTAL LEVY	<u>628,967</u>	<u>695,914</u>
Before 2013 Tax Capacity		110.64%
After 2013 Tax Capacity		10.64%

Adopted this 8th day of September, 2014

Approved this 8th day of September, 2014

09-08-14-06 Motion by Mr. Rick and second by Ms. Strom to approve the 2015 Preliminary Budget Resolution. Roll call: All voted in favor.

CITY OF BARNESVILLE
CLAY COUNTY, MINNESOTA
PRELIMINARY 2013 BUDGET
RESOLUTION 09-08-14-06

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 2015 preliminary Budget be adopted.

2015 Budget \$8,715,016

Adopted this 8th day of September, 2014

Approved this 8th day of September, 2014

Eugene Prim
Mayor

Attest:

Michael Rietz
City Administrator

Mayor Prim stated the next item on the agenda was the revisions to the Use of City Facilities Policy.

City Administrator Mike Rietz informed council members that the Building and Ground Committee had reviewed revisions to the policy and are recommending the changes as presented. These changes are being done to address interest in renting the newly renovated room on the 2nd floor of the Old City Hall that is available for public use.

The proposed policy is as follows:

\$15.00 for the first four hours, \$5.00 for each additional hour for non-profit/charitable organizations, city residents performing non-profit/charitable activities and other government entities, i.e. federal, state, county and township

\$25.00 minimum fee for the first 4 hours and \$5.00 for each additional hour for individuals who wish to use the room and for-profit businesses.

General Rules:

1. If possible, facilities should be reserved in advance.
2. A \$20.00 refundable cleaning/damage deposit must accompany reservations or be paid prior to use.
3. Facilities must be thoroughly cleaned before leaving. This includes sweeping floors, picking up litter, arranging furniture to the original set-up, washing dishes, cleaning countertops, etc. Failure to do this will jeopardize the refund of the deposit.
4. If alcoholic beverages are to be served, they must be provided free of charge and the renter must arrange for security approved by the Barnesville Chief of Police.
5. Groups must provide adequate adult supervision if youth will be present.
6. Arrangements must be made with city hall staff to pick up keys during normal business hours.
7. Renters must assure that facilities are locked when they leave and return keys within 24 hours.

09-08-14-07 Motion by Mr. Rick and second by Ms. Strom to approve the revised Use of City Facilities policy as presented. Motion carried.

Mayor Prim stated the next item on the agenda was the 1st reading of Ordinance 2014-06 - Gas Piping Permit.

City Administrator Mike Rietz stated that this ordinance established a fee for a permit to check that new gas piping being installed in houses passes the pressure test as required by the mechanical code. This is a new permit required in conjunction with natural gas piping being installed in homes. Council members questioned whether this permit and fee was necessary. Rietz indicated that his discussion with the building official for a neighboring community that and has natural gas led him to the conclusion that the permit was required. Rietz will do further research prior to the 2nd reading on the ordinance.

09-08-14-08 Motion by Mr. Sylvester and second by Mr. Goedtke to approve the first reading of Ordinance 2014-06 - Gas Piping Permit. Motion carried.

**CITY OF BARNESVILLE
ORDINANCE NO. 2014-06**

**AN ORDINANCE TO AMEND AND REENACT CHAPTER 8-01 OF THE MUNICIPAL
CODE, CONSOLIDATED RATES FEES AND CHARGES, SECTION 3-0102.**

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

SECTION 1. Chapter 8-01 of the Municipal Code of the City of Barnesville is hereby amended and reenacted to read as follows:

SEC. 3-0102. PERMITS AND FEES.

Miscellaneous Fees:

Gas Piping Permit	\$25.00
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PASSED AND ADOPTED by the Barnesville City Council this 24th day of September, 2014.

APPROVED:

Eugene Prim
Mayor

ATTEST:

Jeri Reep
City Clerk

First Reading: September 8, 2014
Second Reading: September 24, 2014
Adopted: September 24, 2014
Published: September 29, 2014

Mayor Prim stated the next item on the agenda was the Franchise Agreement with Xcel Energy.

City Attorney Sarah Nyhus-Wear explained that we have gotten the latest draft to Xcel Energy's legal department and are still waiting to hear back from them. A conference call is scheduled for Wednesday. This item will be on the October regular agenda for approval.

Mayor Prim stated the next item was the addendum to the contract with Fox Sports North for additional events.

TEC Manager Guy Swenson stated that what he was originally told by Fox Sports North was that the additional Timberwolves Games that have been added to the schedule were required by the contract. He has now learned that the additional games and the additional cost to broadcast them are not required by the contract. The Council took no action on the addendum to the contract.

Mayor Prim stated that the next item was payment #2 to Arvig Construction for the fiber to the premise project.

08-11-14-09 Motion by Mr. Sylvester and second by Mrs. Strom to approve the payment to Arvig Construction Payment #2 in the amount of \$281,580.99. Motion carried

Mayor Prim stated the next item on the agenda was the plan for improvements to Friendship Park.

City Administrator Mike Rietz informed council members that this plan was developed by the Main St. Design Committee in conjunction with the Davis family. The Davis family is funding the project as a remembrance of Pearl Davis.

Mayor Prim next stated that the LMC Regional Meetings are coming up and if any of the Council was interested in attending to let Jeri Reep or Mike Rietz know.

Mayor Prim then stated that he had been contacted by members of the Food pantry board indicating they are still waiting to hear if the City would provide water and sewer hook-ups to their facility. Administrator Rietz indicated that the Food pantry had been told to put together a plan to for the bathroom that they want to put in as well as to talk to a plumber about how to run water and sewer to it. Getting that information from them would allow the city to evaluate their cost participation. Rietz has a call in to Laney's Plumbing to have then come out and gather information in order to put together an estimate.

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

Submitted by:

Attest:

Mike Rietz
City Administrator

Eugene Prim
Mayor