

**Barnesville City Council
Regular Meeting
November 9, 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, Larry Davis, Jr., Richard Sylvester, and Cathy Enstad. 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, Ambulance Manger Scott Nelson, Public Works Supt. Trevor Moen, Mike Kurkowski with People Service, Jon Pauna with KLJ Engineering, Dawn Stuvland, Shane Balken, Randi Trowbridge, Dave Olek and Kent Fuchs with Fuchs Sanitation, Dara Lee with the Clay County HRA, Steve and Marion Stetz, 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 addition was to accept the engagement letter from CliftonLarson Allen for our 2015 audit.

11-09-15-01 Motion by Mr. Davis and second by Mrs. Strom to approve the agenda, with the addition to add the engagement letter from CliftonLarson Allen for the 2015 audit. Motion carried.

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

11-09-15-02 Motion by Mr. Davis and second by Mrs. Enstad 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 October 12, 2015.
2. Approval of department head reports.
3. Approval of check numbers 81021 – 81153 in the amount of \$430,184.38 and EFT payments in the amount of \$109,096.17.
4. Approval to set the Truth in Taxation date for December 14, 2015
5. Approval to hire Randi Trowbridge as Liquor Store Manager at \$14.50 per hour.
6. Approval of gambling permit for Barnesville Fire Dept., January 26, 2016.
7. Approval of gambling permit for Clay Wilkin MDHA, December 3, 2015.
8. Approval to renew the Main Street Business Incentive Program.
9. Approval of agreement with Pro Turf Systems for 2016.
10. Approval of Genband 2016 Service and Support Agreement.

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

Council members reported on the boards 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 on the property maintenance assessments.

11-09-15-03 Motion by Mr. Rick and second by Mr. Goedtke to open the public hearing for the property maintenance assessments at 7:03 p.m. Motion carried.

City Administrator Mike Rietz stated that Police Chief Dean Ernst reviewed the properties to check the status of the properties.

Police Chief Dean Ernst informed council members that the Bartelson property is near 100% completion, the Milligan property has had a lot of clean up, but still has 5 outstanding violations. The Solum property has not had any progress made.

Mr. Steve Stetz, representing the Milligan property asked council members to allow him more time if possible. Mr. Stetz stated that they may have a buyer for the property.

Mayor Prim asked Mr. Stetz to get the property into compliance by the December regular council meeting, and present a plan to council members at that time.

Mayor Prim stated that the Solum property may be purchased by the EDA.

11-09-15-04 Motion by Mr. Rick and second by Mrs. Strom to close the public hearing for the property maintenance assessments at 7:16 p.m. Motion carried.

11-09-15-05 Motion by Mr. Rick and second by Mr. Sylvester to grant the Tobias Milligan property an extension of December 14, 2015 to pay the property taxes in full, and a plan to complete the property violations. Motion carried.

11-09-15-06 Motion by Mr. Sylvester and seconded by Mr. Davis to withdraw the Daniel & Nickita Bartelson property from the special assessment role. Motion carried.

11-09-15-07 Motion by Mr. Davis and second by Mr. Sylvester to approve the following special assessment role, and to remove the assessments for the Richard Solom estate property. Motion carried.

507450060	224 3 rd Street NE	Brian Glynn	\$75.00	Mowing
503500220	506 10 th Ave SE	Bryan & Deanna Swenson	\$150.00	Mowing
505751670	812 3 rd Street SE	Mark & Marcia Jodock	\$375.00	Mowing
505753240	412 Front Street S	JM Property Development	\$75.00	Mowing

Mayor Prim stated the next item to be discussed was the Small Cities Development program grant.

Ms. Dara Lee with the Clay County HRA discussed with council members a request to submit a preliminary proposal to the Small Cities Development Program at the Department of Employment and Economic Development. At the request of the Barnesville EDA, and the Clay County HRA have been exploring the feasibility of the City submitting a preliminary proposal to DEED for funding to rehabilitate both owner occupied homes and commercial buildings. The City of Barnesville has participated in this program twice in the past. The proposal is to rehabilitate 12 commercial buildings and 12 owner occupied homes. The amount requested is \$859,200.00.

11-09-15-08 Motion by Mr. Sylvester and second by Mrs. Enstad to proceed with the Small Cities Development Program preliminary proposal to DEED to rehabilitate commercial buildings and owner occupied homes in Barnesville. Motion carried.

Mayor Prim stated the next item on the agenda was the request to build a handicap ramp on the sidewalk at 310 Front Street South.

City Administrator Mike Rietz informed council members that a restaurant plans to open at 310 Front Street South, and the door to the business has been restored to the center of the building as it was originally constructed. This creates a double step situation which makes it difficult for folks to come into the restaurant and impossible for individuals in a wheelchair or walker to come into the building.

11-09-15-09 Motion by Mrs. Enstad and second by Mrs. Strom to proceed with a ramp at 310 Front Street South. Council member Sylvester questioned where this ramp was going to be located. EDA Director Karen Lauer stated that this ramp is what Clay County recommended and the County has approved the proposed ramp. Council member Davis stated that the County has looked at the proposed ramp and has approved it. The following voted aye: council members Rick, Goedtke, Strom, Davis, and Enstad. The following voted nay: council member Sylvester. Motion carried.

Mayor Prim stated the next item on the agenda was the approval of the Purple Goose liquor request.

City Administrator Mike Rietz informed council members that Shane Balken of Purple Goose is requesting a liquor license to be granted to him. Mr. Rietz stated that we do not have the paperwork from Mr. Balken yet, but Mr. Balken would like to open business as soon as possible.

11-09-15-10 Motion by Mr. Davis and second by Mrs. Enstad to approve the liquor license request from the Purple Goose. Mr. Davis and Mrs. Enstad amended their motion to pro-rate the fee for 2015 in the amount of \$100.00, pending state approval. Motion carried.

Mayor Prim stated the next item on the agenda was the Ordinance to increase garbage collection.

Mr. Dave Olek and Mr. Kent Fuchs discussed with council members the proposed garbage increase. Mr. Fuchs stated that this is due to increased costs for equipment, personnel and fees at the landfill. Mr. Fuchs stated that this would be a five year contract, which is \$1.25 per customer.

11-09-15-11 Motion by Mr. Davis and second by Mr. Rick to approve the 1st reading of Ordinance 2015-13. Motion carried.

ORDINANCE NO. 2015-13

AN ORDINANCE AMENDING CHAPTER 8-01, SEC. 2-0106 OF THE MUNICIPAL CODE REGARDING REFUSE COLLECTION FEES.

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

CHAPTER 8-01, SECTION 2-0106 is amended to read as follows:

Fees payable by those receiving the garbage collection service shall be payable on a monthly basis, and are hereby established as follows:

~~\$14.82~~ \$16.07 monthly per residential customer

\$2.00 garbage tag

PASSED AND ADOPTED by the Barnesville City council this 14th day of December, 2015.

Approved:

Eugene Prim
Mayor

Attest:

Jeri Reep
City Clerk

First Reading: November 9, 2015
Second Reading: December 14, 2015
Adopted: December 14, 2015
Published: December 21, 2015

Mayor Prim stated the next item on the agenda was the petition requesting a 4th Stop sign at 2nd Ave. SE and 13th Street SE intersection.

City Administrator Mike Rietz informed council members that a petition had been received from residents in the Del Acres Gilbertson subdivision requesting that the city make the intersection coming out of the south end of that subdivision a four way stop. The Police, Fire and Ambulance committee is in support of this stop sign.

11-09-15-12 Motion by Mrs. Strom and second by Mr. Sylvester to approve the 4th Stop sign at 2nd Ave SE, and 13th Street SE intersection. Council member Davis suggested a blinking light on the sign. Motion carried.

Mayor Prim stated the next item on the agenda was the resolution receiving feasibility report and calling hearing on Improvement project 2016-02.

City Administrator Mike Rietz informed council members the preliminary engineering report for the areas being contemplated for reconstruction. Mr. Rietz stated the next step is to hold the Public Hearing. Staff recommends to hold a public informational meeting prior to the Public Hearing.

Mayor Prim stated that he has the same objections as before, we need to look at our finances.

Council member Goedtke stated that this area was one of our priorities for improvements.

Mayor Prim stated that this is a lot of money for improvement.

Mr. Jon Pauna with KLJ Engineering stated that this dollar amount is a reasonable estimate.

Council member Davis stated that things are still working in this area.

Council member Rick asked how long are you going to ignore it, we can't keep ignoring this section of town.

Council member Davis stated that we can't keep spending the money either.

After much discussion, Mayor Prim asked if there was a motion on the floor to proceed on the Preliminary Engineering Report and to call for a Public Hearing. Mayor Prim asked this question three times. There was no motion to proceed at this time.

Mayor Prim stated the next item on the agenda was the splash pad in McGrath Park.

City Administrator Mike Rietz discussed the placement of a splash pad in McGrath Park, contingent fund raising of the money needed for its construction as recommended by the Park

Board. EDA Director Karen Lauer and the Community Fund have been working with a donor who has committed to donating \$50,000 for this project and has specified McGrath Park as the location. The estimated costs for the total project costs would be approximately \$100,000. Mr. Rietz stated that the Park Board endorses the Splash Pad at McGrath Park. Mr. Rietz discussed the different types of systems, and the costs associated with them, and who would pay for the yearly maintenance costs.

11-09-15-13 Motion by Mrs. Strom and second by Mr. Rick to approve the yearly maintenance costs of a proposed flow through splash pad at McGrath Park. Motion carried.

Mayor Prim stated the next item on the agenda was the development agreement for the Townhome project.

City Administrator Mike Rietz informed council members that the EDA has entered into a Development Agreement with Philip Rogers and Jared Peterson to construct a 5-unit townhome project on the EDA owned demo lot just north of St. James Church. The Agreement was approved by the EDA Board of Directors.

11-09-15-14 Motion by Mr. Rick and second by Mrs. Strom to approve the Development Agreement for the Townhome project between the Barnesville EDA and Jared Peterson and Philip Rogers to construct a 5-unit townhome project on the EDA owned lot just north of St. James Church. Motion carried.

Mayor Prim stated the next item on the agenda was the health insurance proposal.

City Administrator Mike Rietz informed council members that the Personnel and Finance committee is recommending to contract with Blue Cross and Blue Shield of MN to provide health insurance coverage for City employees.

11-09-15-15 Motion by Mr. Sylvester and second by Mr. Rick to approve to contract with Blue Cross and Blue Shield of MN for the health insurance coverage for employees for 2016. Motion carried.

Mayor Prim stated the next item on the agenda was the liquor store market analysis proposal.

City Administrator Mike Rietz discussed with council members a proposal that the Liquor Store received to evaluate the market for a new liquor store. This market analysis would give us the projected revenue for the first three years for a new liquor store. The proposal would allow us to evaluate up to three different proposed locations. The cost of the proposal is \$7,000, but if the City of Hawley proceeds with the proposal, our cost would be \$4,000.

11-09-15-16 Motion by Mr. Sylvester and second by Mr. Davis to proceed with the proposal from Dakota Worldwide to evaluate the market for a new liquor store. Motion carried.

Mayor Prim stated the next item on the agenda was to canvas the 2015 election results.

11-09-15-17 Motion by Mr. Davis and second by Mr. Rick to approve the 2015 election results. Motion carried.

Mayor-two year term

MAYOR	WARD 1	WARD 2	WARD 3	TOTAL
Gene Prim	95	99	80	274
Fred Dahnke	4	2	8	14
Tom Dobmeier	1			1
Robert Harris	1			1
Dave Berg		1		1
Ron Johnson		1		1
Cindy Ullrich		1		1
Richard Zollar		1		1
LeRoy Johnson		1		1
Larry Davis Jr		1		1
Jon Braton			1	1
Charlotte Nelson			1	1
Rogena Fronning			1	1
Scott Amundson			1	1
Jeff Bolgrean			1	1
Heidi Vandal			1	1
Donovan Schumacher			1	1
Eric Spilde			1	1
Mike Detloff			1	1

WARD 1

For the office of City Council-four year term

Betty Strom	97			97
Brandan Jorud	1			1
Rick Nicklay	1			1
Eric Newell	1			1

WARD 2

For the office of City Council-four year term

Dawn Stuvland		74		74
Richard Sylvester		44		44

WARD 3

For the office of City Council-four year term:

Catherine Enstad			43	43
Bradley Field			63	63
Rogena Fronning			1	1

**School District 146
School Board Members**

Marion Askegaard	48	63	47	158
Dion Bredman	61	55	67	183
David Herbranson	61	72	58	191
Ryan Lindbom	59	64	66	189
Kari Walters	55	65	47	167
Don Goedtke		1		1
Tim Dockter			1	1
Donovan Schumacher			1	1
Rogena Fronning			1	1

11-09-15-18 Motion by Mr. Rick and second by Mr. Goedtke to approve the following resolution. Upon a roll call vote, the following voted aye: council members Rick, Goedtke, Strom, Davis, Sylvester and Enstad. The following voted nay: none. Motion carried.

RESOLUTION No.
City of Barnesville
County of Clay
State of Minnesota

WHEREAS: a City/School Election was held on Tuesday, November 3, 2015 to vote for a Mayor for a two year term and a Council Member for Wards 1, 2, and 3 for a four year term. The official returns of the judges of election were presented:

WHEREAS: said returns were duly examined, approved and placed on file in the Office of the City Clerk.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Barnesville that it is hereby found, determined and declared that the General Election held in and for the City of

Barnesville on Tuesday, November 3, 2015 was in all respects duly held and the returns thereof have been duly canvassed, the votes cast at said election were:

Mayor-two year term

<u>MAYOR</u>	<u>WARD 1</u>	<u>WARD 2</u>	<u>WARD 3</u>	<u>TOTAL</u>
Gene Prim	95	99	80	274
Fred Dahnke	4	2	8	14
Tom Dobmeier	1			1
Robert Harris	1			1
Dave Berg		1		1
Ron Johnson		1		1
Cindy Ullrich		1		1
Richard Zollar		1		1
LeRoy Johnson		1		1
Larry Davis Jr		1		1
Jon Braton			1	1
Charlotte Nelson			1	1
Rogena Fronning			1	1
Scott Amundson			1	1
Jeff Bolgrean			1	1
Heidi Vandal			1	1
Donovan Schumacher			1	1
Eric Spilde			1	1
Mike Detloff			1	1

WARD 1

For the office of City Council-four year term

Betty Strom	97			97
Brandan Jorud	1			1
Rick Nicklay	1			1
Eric Newell	1			1

WARD 2

For the office of City Council-four year term

Dawn Stuvland		74		74
Richard Sylvester		44		44

WARD 3

For the office of City Council-four year term:

Catherine Enstad			43	43
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Bradley Field		63	63
Rogena Fronning		1	1

**School District 146
School Board Members**

Marion Askegaard	48	63	47	158
Dion Bredman	61	55	67	183
David Herbranson	61	72	58	191
Ryan Lindbom	59	64	66	189
Kari Walters	55	65	47	167
Don Goedtke		1		1
Tim Dockter			1	1
Donovan Schumacher			1	1
Rogena Fronning			1	1

Passed and adopted by the Council of the City of Barnesville, Clay County, State of Minnesota this 9th day of November, 2015.

Eugene Prim
Mayor

Attest:

Michael Rietz
City Administrator

Mayor Prim stated the next item on the agenda was the discussion of the Del Acres Gilbertson timeline.

Council members discussed the preliminary timeline to expand the Del Acres Gilbertson Addition. The proposed bid opening for the infrastructure project is scheduled for February 2016.

Mayor Prim stated the next item on the agenda was the telephone and Cable TV aerial plant takedown bids.

TEC Manager Guy Swenson stated that two bids were received to take down the old copper telephone and cable TV aerial plant. The bids were: SI Contracting in the amount of \$140,000.00 and Arvig in the amount of \$102,940.00.

11-09-15-19 Motion by Mrs. Enstad and second by Mrs. Strom to approve the Arvig bid in the amount of \$102,940.00 to takedown the Telephone and Cable TV copper. Motion carried.

Mayor Prim stated the next item on the agenda was the engagement letter for the 2015 audit.

City Administrator Mike Rietz stated that staff is recommending to approve the engagement letter from CliftonLarsonAllen for the 2015 audit. Mr. Rietz stated that the amount is the same as last year.

11-09-15-20 Motion by Mr. Sylvester and second by Mr. Davis to approve the engagement letter from CliftonLarsonAllen. Motion carried.

Mayor Prim adjourned the meeting at 9:00 p.m.

Submitted by:

Attest:

Jeri Reep
City Clerk

Eugene Prim
Mayor

